

Agenda -Notice of Meeting

Polk City | City Council

December 14, 2022 | 6:00 pm

City Hall Council Chambers

Public Meeting participation in person or via phone

Call in # 515-726-3598 Participant Code 535355

Public members can also provide comments* directly to support@polkcityia.gov

**any comments received before the time of the meeting will be made a part of the public hearing*

Broadcast live and playback will be available at <https://www.youtube.com/c/polkcityiagovchannel>

Steve Karsjen | Mayor

Ron Anderson | Pro Tem

City Council Members: Jeff Walters | Dave Dvorak | Mandy Vogel | Rob Sarchet

1. Call to Order

2. Roll Call

3. Approval of Agenda

4. Public Hearings:

5. Presentations:

- a. FEH presentation on Fire Station Remodel Project
 - i. Resolution 2022-152 Ordering Construction of Certain Public Improvements, Fixing Dates for Public Hearing and Taking of Bids for Polk City Fire Station Remodel Project
- b. Monica Converse, Executive Director Go Polk City presentation of Annual Chamber Report and request for FY23 funding
 - i. Resolution 2022-153 obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation tax increment financed obligations to Go Polk City for FY23 & FY24
- c. Saylorville Dam Snowmobile Club
 - i. Resolution 2022-154 designating the route for the operation of snowmobiles within Polk City

6. Public Comments: *This is the time and place for comments for any item other than those that are a Public Hearing. If you wish to speak, please contact the City Clerk by 6pm on the date of the meeting by email at jcoffin@polkcityia.gov include your name and address for the record. The Mayor will recognize you for five minutes of comment.*

7. Consent Items

- a. City Council Meeting Minutes for November 28, 2022
- b. City Council Work Session Meeting Minutes for November 28, 2022
- c. Receive and file Parks Commission Meeting Minutes for December 5, 2022
- d. Claims listing December 14, 2022
- e. Receive and file the November Parks & Recreation Department Report
- f. Resolution 2022-155 approving the 2023 Polk County Joint E911 Service Board Appointment of the City of Polk City Representative and Alternate
- g. Resolution 2022-156 appointment of a Member and Alternate Members to the Polk County Emergency Management Commission for 2023

- h. Resolution 2022-157 appointing 2023 Polk City's Representatives to the Des Moines Area Metropolitan Planning Organization (MPO)
- i. Resolution 2022-158 appointing 2023 Polk City's Representatives on the Metro Waste Authority (MWA) Board of Directors
- j. Resolution 2022-159 appointing 2023 Polk City's Representatives on the Des Moines Metropolitan Wastewater Reclamation Authority Board Technical Committee (WRA)
- k. Appointment of Council Member, Mandy Vogel as Polk City Representative to Bravo Greater Des Moines
- l. Acknowledge Boards and Commission members term ending 12/31/2022 not seeking reappointment:
 - i. Josh Reed, Parks Commission
- m. Boards and Commission Reappointments, terms ending 12/31/2027:
 - i. Nick Otis, Parks Commission
 - ii. Kelley Haaland, Parks Commission
- n. N 3rd Street and Vista Lake Avenue Intersection Improvements Project
 - i. Resolution 2022-160 approving Change Order No. 2 in the reduction amount of **-\$63,771.67**
 - ii. Resolution 2022-161 approving Pay Application No. 9 in the amount of \$50,311.20
- o. Resolution 2022-162 approving street name changes
- p. Resolution 2022-163 authorizing application for FY2027 STBG Funding
- q. Set pay for Public Works new hire Kurt Huber, Operations Specialist I at a rate of \$22 per hour effective 12/19/22 pending successful completion of background check and pre-employment drug screen
- r. Set pay for Public Works Seasonal Part-Time new hire Kurt Hohnstrater at a rate of \$14 per hour effective 12/19/22 pending successful completion of background check and pre-employment drug screen
- s. Receive and file November 2022 Water Department Report
- t. Resolution 2022-164 approving Final Plat including engineering exhibit, agreement to complete, easements, warranty deed and legal documents for Wolf Creek Townhomes Plat 13
- u. Resolution 2022-165 waiving enforcement of certain requirements of the PUD as they apply to building setbacks for certain lots in Wolf Creek Townhomes Plat 13
- v. Receive and file November 2022 Fire Department Report
- w. Set pay increase for Deputy City Clerk, Meri Merritt at \$24.17 per hour effective 12/12/2022
- x. Schedule the City Wide Clean Up Curbside Event for Monday-Wednesday, April 24-26, 2023

8. Business Items

- a. Resolution 2022-166 approving termination of 28E agreement with Bravo Greater Des Moines
- b. First Reading of Ordinance 2022-2600 amending Chapter 165.18 Zoning Regulations. Off-Street Parking
- c. Second Reading of Ordinance 2022-2500 rezoning Leonard Senior Living from R-1, Single Family Residential to PUD, Planned Unit Development
- d. Snyder & Associates October 2022 Engineering Services Invoice in the amount of \$23,518.25

9. Reports & Particulars

Mayor Designations – rotation and flow

Mayor, Council, City Manager, Staff, Boards, and/or Commissions

10. Adjournment

--next meeting date January 9, 2023

RESOLUTION NO. 2022-152

RESOLUTION ORDERING CONSTRUCTION OF CERTAIN PUBLIC IMPROVEMENTS, FIXING DATES FOR PUBLIC HEARING AND TAKING OF BIDS FOR FIRE STATION REMODEL PROJECT

WHEREAS, it is deemed advisable and necessary to construct certain public improvements described in general as the Fire Station Remodel Project which includes remodeling of the existing fire station located at 309 West Van Dorn Street; and

WHEREAS, the City Council has caused to be prepared plans, specifications and form of contract, together with an opinion of probable construction cost, which are now on file in the office of the Clerk for public inspection, for the construction of said public improvements, and said plans, specifications and form of contract are deemed suitable for the making of said public improvements; and

WHEREAS, before said plans, specifications, form of contract and estimate of costs may be adopted, and contract for the construction of the public improvements is entered into, it is necessary to hold a public hearing and to advertise for bids:

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Polk City, Iowa:

Section 1. That it is hereby determined that it is necessary and advisable to construct certain public improvements described in general as the Fire Station Remodel Project in the manner set forth in the plans and specifications and form of contract, above referred to, the costs thereof to be paid in accordance with the provisions as set forth in the published Notice of Hearing and Letting.

Section 2. That the amount of the bid security to accompany each bid shall be in an amount which shall conform to the provisions of the Notice to Bidders approved as a part of said specifications.

BE IT FURTHER RESOLVED, that the Clerk be and is hereby directed to publish Notice to Bidders once at least four (4) days but no more than twenty (20) days before **January 23, 2023** which is hereby fixed as the date of public hearing, in a legal newspaper, printed wholly in the English language, published at least once weekly and having general circulation in the City. Further, the Notice to Bidders shall be published in the Master Builders of Iowa Construction Update Network and on the City of Polk City website not less than thirteen (13) nor more than forty-five (45) clear days prior to **January 17, 2023**, which is hereby fixed as the date for receiving bids. Said bids are to be filed prior to 10:00 a.m., on said date.

BE IT FURTHER RESOLVED, that bids shall be received and opened at a public meeting as provided in the Public Notice and results of said bids shall be considered at the meeting of this Council on **January 23, 2023 at 6:00 o'clock p.m.**

BE IT FURTHER RESOLVED, that the Clerk be and is hereby directed to publish Notice of Hearing once in said newspaper, said publication being not less than four (4) clear days nor more than twenty (20) days prior to the date hereinafter fixed as the date of the public hearing on the plans, specifications, form of contract and estimate of costs for said project, said hearing being at **6:00 o'clock p.m. on January 23, 2023.**

PASSED AND APPROVED this 14 day of December 2022.

Steve Karsjen, Mayor

ATTEST:

Jenny Coffin, City Clerk

RESOLUTION NO. 2022-153

**RESOLUTION OBLIGATING FUNDS FROM THE URBAN RENEWAL
TAX REVENUE FUND FOR APPROPRIATION TO THE PAYMENT OF
ANNUAL APPROPRIATION TAX INCREMENT FINANCED
OBLIGATIONS TO GO POLK CITY**

WHEREAS, the City of Polk City, Iowa (the “City”), pursuant to and in strict compliance with all laws applicable to the City, and in particular the provisions of Chapter 403 of the Code of Iowa, has adopted Urban Renewal Plans for the Polk City Area II Urban Renewal Area (the “Urban Renewal Area”); and

WHEREAS, this Council has adopted ordinances providing for the division of taxes levied on taxable property in the Urban Renewal Area pursuant to Section 403.19 of the Code of Iowa and establishing the fund referred to in Subsection 2 of Section 403.19 of the Code of Iowa (the “Urban Renewal Tax Revenue Fund”), which fund and the portion of taxes referred to in that subsection may be irrevocably pledged by the City for the payment of the principal of and interest on indebtedness incurred under the authority of Section 403.9 of the Code of Iowa to finance or refinance in whole or in part projects in the Urban Renewal Area; and

WHEREAS, the City has scheduled payments (the “Annual Payments”) which shall come due in the City’s 2023 and 2024 fiscal years with respect to the City’s TIF obligations which were previously approved by resolutions of the City Council and were made subject to annual appropriation determinations by the City Council, all as set forth on Exhibit A hereto; and

WHEREAS, it is now necessary for the City Council to obligate for appropriation to the Annual Payments, funds anticipated to be received in Urban Renewal Tax Revenue Fund in the fiscal year beginning July 1, 2023 and July 1, 2024;

NOW, THEREFORE, It Is Resolved by the City Council of the City of Polk City, Iowa, as follows:

Section 1. The City Council hereby obligates funds, for the purposes and in the amounts set forth on Exhibit A hereto, for appropriation from the Urban Renewal Tax Revenue Fund to the full satisfaction of the Annual Payments in the City’s 2023 and 2024 fiscal years.

Section 2. The City Clerk is hereby directed to certify the respective amounts obligated for appropriation as set forth in Section 1 above, with the City’s December 1, 2022 certification of debt payable from the Urban Renewal Tax Revenue Fund and to reflect such amount in the City’s budget for the next succeeding fiscal year. All action previously taken by the City Clerk to certify such amounts is all hereby ratified and approved.

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed.

PASSED AND APPROVED December 14, 2022.

Mayor

Attest:

City Clerk

EXHIBIT A

Schedule of Annual Appropriation Payments for FY '23 &'24

<i>Name of Annual Appropriation Obligation</i>	<i>Date of original City Council approval</i>	<i>Amount obligated for appropriation in FY '22-23</i>
Development Agreement Chamber of Commerce NTE \$225,000	10-26-2020	\$70,000
<i>Name of Annual Appropriation Obligation</i>	<i>Date of original City Council approval</i>	<i>Amount obligated for appropriation in FY '23-24</i>
Development Agreement Chamber of Commerce NTE \$375,000	11-14-2022	\$75,000



12.07.2022

Dear Ms. Coffin and the city council members of Polk City, IA:

My name is Craig Krapfl, I reside in Ankeny, IA and have been a member of the Saylorville Dam Snowmobile Club (SDSC) for the past 14 years. I am the co-trail coordinator for the club. Recently chief Siepker and I along with City Clerk Jenny Coffin have been in discussions via telephone regarding the clubs concerns regarding the newly constructed roundabout on North 3rd St.

Currently the club route travels through the area where the newly constructed roundabout is. With the new round about being constructed we as a club are aware that this most likely means increased traffic along with urban expansion. With that said, club president Barry Starmer and myself drove and walked the area at the roundabout in order to inspect if any changes would need to be made during our marking process. We feel confident that the original route will still work. However, we are aware that this area is being developed and feel it is in everyone best interest for the club to establish a new route into and out of town due to safety and urban expansion.

With that said Mr. Starmer and myself decided to search out an alternative route. The SDSC would like to present the following route for your consideration:

Start in the parking area north of the square adjacent to the storage buildings as we have for the past several years, travel through the timber and around the south side of the sewer plant towards 3rd st. Once we exit the timber we would then proceed North along 3rd st on the East side of the shoulder / ditch to North Side drive /118th st. At this point we would turn right /east and travel the south side ditch east bound out of town along North Side Drive / 118th st to 44th st. Once we hit 44th st we would turn left / north and continue our way to our already marked section of trail.

Our review of this route looks to be clear and open, there is one small area where we would need to traverse the shoulder of the road on the far east edge of town for a short bit but this is nothing new to snowmobilers in Iowa and is easy for us to properly mark and navigate for everyone's safety

We feel this new route is safer for all parties involved and avoids potential conflict with future development at or near the roundabout. For reference I have attached a photograph map that shows the current route vs the proposed route mentioned above for your convenience.

The SDSC was established in 1973 and we are excited for our 50th anniversary next year. The SDSC takes pride in our trails and works extremely hard to provide safe trails to the community in the Polk and Story County area. The trail in and out of Polk City is vital to our club. Not only has the route been in place since the early 2000's when the club established the route with the help of former police chief Bowersox but the city of Polk City provides a place to fill up with gas before unloading our

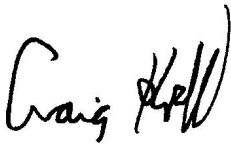
machines, it provides a safe place to park and unload before we head out on our days adventure. The city square is just a short walk from the parking area where there are approximately 8 small businesses that our members routinely visit for food and beverage and support your local small businesses.

Currently our trail system is approximately 100 miles long and travels through Polk City, Big Creek State Park, Sheldahl, Slater, Huxley, Cambridge, Collins, Colo and Zearing. Each and everyone of these communities are vital to our existence. Most of our club members reside in many of these communities. The SDSC is very active within the communities we travel through, for example our club volunteers every year at the ski hill in Boone where we assist with adaptive skiing. Our club also host the annual Winter Fun Day in Huxley each year where we provide lunch and snowmobile rides to children and families effected by Spina Bifida. In the fall of 2020, the club organized a large scale clean up in the city of Maxwell along the Heart of Iowa Nature Trail (HOINT) so that the trail could remain open to the community.

At this point on behalf of the SDSC I ask that you review this letter and respond back to me with your thoughts. If the original route is still viable, we will mark accordingly. I believe in being proactive vs reactive and bring this alternative route to your attention for your review and consideration. Please feel free to reach out me if you have further questions.

Thank you in advance for your time and we look forward to continuing our relationship with the city of Polk City.

Very truly yours



Craig Krapfl

SDSC Co-Trail Coordinator

515.707.7237

cjksleds@gmail.com

cc:

Barry Starmer – Club President

Dave Canova – Club Co-Trail Coordinator

Zac Parry – Club Vice President

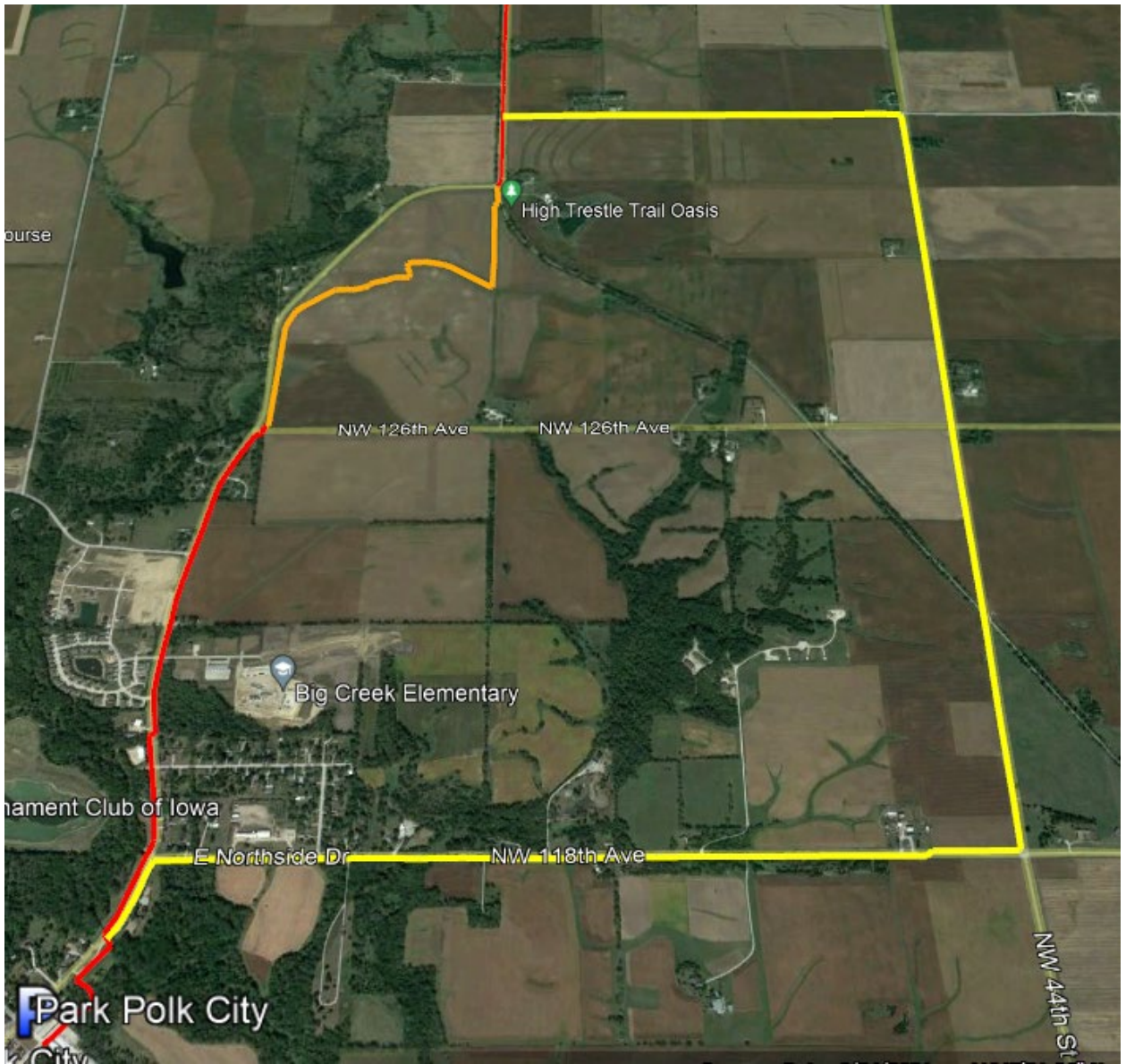
Paul Gass – Club Groomer Coordinator

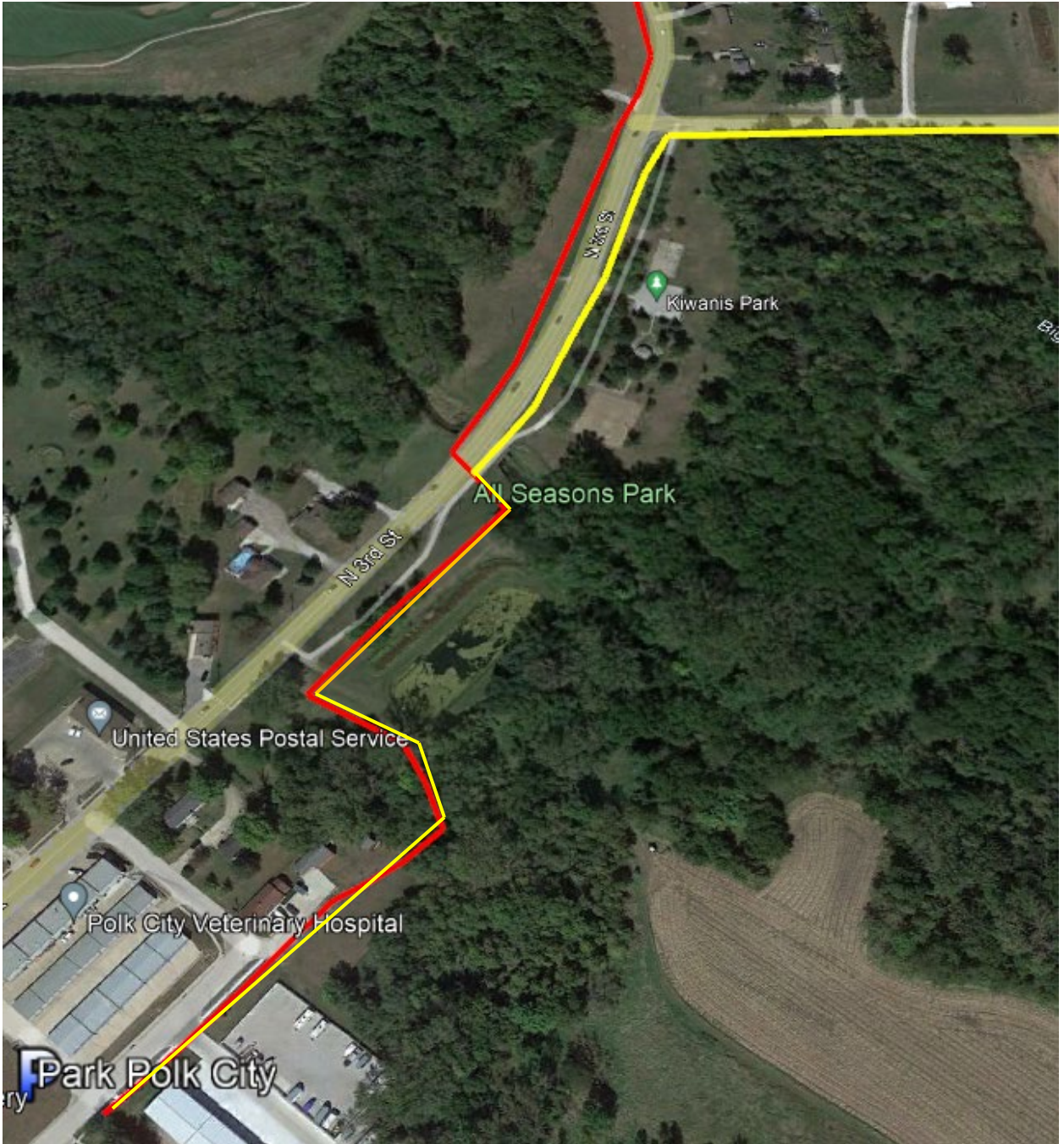
Steve Klinkefus – Club Treasurer

Rob Rehms – Club City Coordinator

Jacob Huber – Club Secretary

John Kahler – ISSA President







City of Polk City, Iowa

City Council Agenda Communication

Date: December 14, 2022 City Council Meeting
To: Mayor Steve Karsjen & City Council
From: Chelsea Huisman, City Manager & Jeremy Siepker, Police Chief
Subject: Polk City Snowmobile Route

BACKGROUND: The Saylorville Dam Snowmobile Club will be attending the City Council meeting on Wednesday, December 14th to request some changes be made to the snowmobile route. City staff has reviewed their proposed route, which is in your packet, and we believe the route change will be a positive change.

The City Council does need to approve a snowmobile route by resolution. I will be requesting that the Council approve the snowmobile route, however, allow for an annual review process by the Police Chief as our development is to the north of our community, and as the development changes as does the footprint of our community. This is how we have been handling the snowmobile route for many years with the review.

ALTERNATIVES: Do not approve the resolution

FINANCIAL CONSIDERATIONS: There are no financial considerations to approve the snowmobile route.

RECOMMENDATION: It is our recommendation that the City Council approve the requested snowmobile route in Polk City.

RESOLUTION NO. 2022-154

**A RESOLUTION DESIGNATING THE ROUTE FOR THE
OPERATION OF SNOWMOBILES WITHIN POLK CITY, IOWA**

WHEREAS, Chapter 75 of the Code of Ordinances of the City of Polk City, Iowa regulates the operation of snowmobiles within the City; and

WHEREAS, Chapter 75.04 (1) permits the City Council to designate the specific route for the operation of snowmobiles; and

WHEREAS, the City of Polk City recognizes the potential recreational and financial benefits of snowmobile operators visiting the City; and

WHEREAS, the City deems it necessary to amend the existing Snowmobile Route due to the construction of the new roundabout intersection located at N. 3rd and Vista Lake Avenue as shown on Exhibit A attached hereto; and

WHEREAS, the Police Chief will annually review the Snowmobile Route and if changes are needed will propose those changes to the City Council; and

NOW, THEREFORE BE IT RESOLVED, the City Council of the City of Polk City, Iowa, hereby amends the snowmobile route as shown on Exhibit A attached hereto.

BE IT FURTHER RESOLVED, that the operation of snowmobiles on the amended route herein is subject to the Code of Ordinances of the City of Polk City, the laws of the State of Iowa, and any other applicable laws.

PASSED AND APPROVED, this 14th day of December 2022.

Steve Karsjen, Mayor

ATTEST:

Jenny Coffin, City Clerk

MEETING MINUTES
The City of Polk City
City Council Meeting
6:00 p.m. November 28, 2022
City Hall – Council Chambers

Polk City, City Council held a meeting in the City Hall Council Chambers with public participation in person and via phone at 6:00 p.m., November 28, 2022. The agenda was posted at the City Hall office as required by law.

These tentative minutes reflect all action taken at the meeting.

1. **Call to Order** | Mayor Karsjen called the meeting to order at 6:00 p.m.
2. **Roll Call** | Walters, Dvorak, Anderson, Vogel, Sarchet | In attendance
3. **MOTION:** A motion was made by Anderson and seconded by Vogel to approve the agenda
MOTION CARRIED UNANIMOUSLY
4. **Public Hearing**
 - a. Mayor Karsjen opened the Public Hearing on the proposed amendment to the 2016 Polk City Comprehensive Plan by Updating the Future Land Use Map at 6:00 pm. City Clerk Coffin, said that the notice was published November 18, 2022, and three (3) comments had been received for or against the proposed amendment. CEO/Partners Bryan Schnurr and Ross Nichols with MavenCrux Development provided a report. The following residents made comments regarding the project:
Ken Morse, 1308 Westside Dr.
Monica Converse, Go Polk City Executive Director, 302 W Broadway Ave.
Steve Noack, 1312 Bel Aire Rd.
Chad Halupnick, 1400 Marina Cove Dr.
Barrett Ford, 428 Hillcrest Dr.
Anthony Capaldo, 417 Hillcrest Dr.
Joy Ihle, 1505 Tanglewood Dr.
Mia Golbuff, 405 Hillcrest Dr.
Vanessa McKelvey, 1408 W. Washington Ave.
Council discussed the project.
MOTION: A motion was made by Walters and seconded by Vogel to close the public hearing at 7:02 pm.
MOTION CARRIED UNANIMOUSLY
 - i. **MOTION:** A motion was made by Sarchet and seconded by Anderson to approve Resolution 2022-145 to amend the 2016 Polk City Comprehensive Plan by Updating the Future Land Use Map
MOTION CARRIED UNANIMOUSLY
 - b. Mayor Karsjen opened the Public Hearing on the proposed Rezoning request for Leonard Senior Living from R-1 to PUD at 7:12 pm. City Clerk Coffin, said that the notice was published November 18, 2022, and three (3) comments had been received for or against the proposed rezoning. The report given in the previous Public Hearing by CEO/Partners Bryan Schnurr and Ross Nichols with MavenCrux Development was made part of this Public Hearing, as were the comments made by the following residents:
Ken Morse, 1308 Westside Dr.
Monica Converse, Go Polk City Executive Director, 302 W Broadway Ave.
Steve Noack, 1312 Bel Aire Rd.
Chad Halupnick, 1400 Marina Cove Dr.
Barrett Ford, 428 Hillcrest Dr.
Anthony Capaldo, 417 Hillcrest Dr.
Joy Ihle, 1505 Tanglewood Dr.
Mia Golbuff, 405 Hillcrest Dr.
Vanessa McKelvey, 1408 W. Washington Ave.
Council discussed the rezoning petition.
MOTION: A motion was made by Anderson and seconded by Dvorak to close the public hearing at 7:13 pm.
MOTION CARRIED UNANIMOUSLY
 - i. **MOTION:** A motion was made by Vogel and seconded by Sarchet to approve First Reading of Ordinance 2022-2500 rezoning Leonard Senior Living from R-1, Single Family Residential to PUD, Planned Unit Development
MOTION CARRIED UNANIMOUSLY

5. **Public Comments** | None

6. **Consent Items** |

- a. City Council Meeting Minutes for November 14, 2022
- b. City Council Work Session Meeting Minutes for November 14, 2022
- c. City Council Goal Setting Work Session Meeting Minutes for November 16, 2022
- d. Receive and file Planning & Zoning Commission Meeting Minutes for November 21, 2022
- e. Claims listing November 28, 2022
- f. October 2022 Finance Report
- g. FY 23.24 Tax Increment Financing (TIF) Indebtedness Certifications
- h. Resolution 2022-146 obligating funds from the Urban Renewal Tax Revenue Fund for appropriation to the payment of annual appropriation tax increment financed obligations FY23 & FY24
- i. Resolution 2022-147 authorizing internal advance for funding of Urban Renewal Admin Support Program FY23 & FY24
- j. Resolution 2022-148 amending fees charged by the Polk City Fire Department for Emergency Response Services
- k. Cancel December 26, 2022 City Council Meeting
- l. Resolution 2022-149 setting Public Hearing vacating a Storm Sewer and Overland Flowage Easement in Wolf Creek Townhomes Plat 13
- m. Receive and file October 2022 Fire Department Report
- n. Receive and file October 2022 Police Department Report
- o. Set Pay for new hire part-time Firefighter/Paramedic, Rob Zahnd at \$22 per hour
- p. Standard Agreement for Professional Services for Geotechnical Exploration for Future Elevated Storage Tank Project in an amount estimated to be approximately \$11,650 with Allender Butzke
- q. Resolution 2022-151 Adopting Policy PA-54 Amending the Employee Handbook regarding Compensatory Time for EMS personnel

MOTION: A motion was made by Walters and seconded by Vogel to approve the consent agenda items

MOTION CARRIED UNANIMOUSLY

7. **Business Items**

- a. **MOTION:** A motion was made by Anderson and seconded by Dvorak to approve Resolution 2022-150 Plat of Survey in 2-mile area for Mack
MOTION CARRIED UNANIMOUSLY
- b. **MOTION:** A motion was made by Dvorak and seconded by Walters to approve third Reading of Ordinance 2022-2400 amending Chapter 75, Polk City Municipal Code, Regarding use of All-Terrain Vehicles and Off-Road Utility Vehicles within the City
MOTION CARRIED UNANIMOUSLY

8. **Reports & Particulars** | Mayor, Council, City Manager, Staff, Boards, and/or Commissions

- Parks & Recreation Director Thraen invited everyone out to the Light Up Polk City event on the Square Friday December 2nd. He thanked Kiwanis for donation of \$3000 for Volleyball Court improvements.
- City Manager Huisman announced the December 12th Council meeting would be moved to December 14th to ensure a quorum. She also called out that the City Council approved canceling the December 26th Council Meeting.
- Council Member Sarchet said he is excited for the Square Lighting.
- Council Member Anderson thanked the audience for their input during the Public Hearings.
- Council Member Dvorak thanked the audience and the residents that emailed in comments, and thanked the Senior Living Developer for working with the neighborhood to accommodate whatever they could do.
- Council Member Vogel talked about Polk City's small-town community and all the community service volunteers with long time involvement. She encouraged those attending the square lighting to visit the local small businesses.
- Mayor Karsjen thanked the audience members for attending.

9. *Adjournment*

MOTION: A motion was made by Anderson and seconded by Vogel to adjourn at 7:21 p.m.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date –WEDNESDAY, December 14, 2022

Steve Karsjen, Mayor

Attest

Jenny Coffin, City Clerk

MEETING MINUTES
The City of Polk City
Work Session
5:00 p.m., Monday, November 28, 2022
City Hall Council Chambers

A Council Work Session was held on November 28, 2022 at 5:00 p.m. at the City Hall Council Chambers in Polk City, Iowa.

<p><u>Mayor and City Council Members Present:</u> Steve Karsjen Mayor Ron Anderson Pro Tem Jeff Walters City Council Member David Dvorak City Council Member Mandy Vogel City Council Member Robert Sarchet City Council Member</p>	<p><u>Staff Members Present:</u> Chelsea Huisman City Manager Jenny Coffin City Clerk/Treasurer Mike Schulte Public Works Director Jeremy Siepker Police Chief Jason Thraen Parks and Recreation Director Karla Hogrefe Fire Chief</p>
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Minutes

City Engineering Representative, Travis Thornburgh provided a report on the Sanitary Sewer Studies. Chris Pedersen, Project Engineer was also in attendance. Thornburgh explained the studies were necessary at this point because the City is using all of the existing pipes in the ground so plans can be discussed to accommodate the 2016 Comprehensive Plan service areas for future developments. He gave an overview of the North, Northeast and Southeast Trunk Sewers. He provided more detailed information regarding each sewer, and the creation of hookup districts accordingly. He discussed in detail the Northeast Trunk Sewer Segment 1 Project. Thornburgh reviewed SRF Funding, including advantages and disadvantages, and procedures. He reviewed sewers in relation to the OH & Iowa Mack/Schliffe Properties along with Berggren Farms LLC & Parable Ventures, LLC Properties, and discussed Phase 1 of the Southeast Trunk Sewer in relation to Antler Ridge and possible future extensions. Council will be tasked with prioritizing projects in the Capital Improvement Plan (CIP).

Motion was made by Anderson and seconded by Dvorak to Adjourn at 5:46 p.m.
Motion carried Unanimously.

Steve Karsjen, Mayor

Attest

Jenny Coffin, City Clerk

MEETING MINUTES
The City of Polk City
Parks Commission
6:00 p.m.
Monday, December 5, 2022
City Hall

The Polk City Parks Commission held a meeting at 6:00 pm, on December 5, 2022. The agenda was posted at the City Hall office as required by law. **These tentative minutes reflect all action taken at the meeting.**

1. **Call to Order** /The meeting was called to order at 6:00 p.m.
2. **Roll Call** | Reed, Otis, Converse, Delaney, Jablonski | In attendance
Haaland, Savage | Absent.
3. **MOTION:** A motion was made by Delaney and seconded by Jablonski to approve the November 7, 2022 meeting minutes.
MOTION CARRIED UNANIMOUSLY
4. **Audience Items:**
 - Ken Morse was present to discuss idea for new 19-stall parking lot that came up during new senior living facility project. He expressed his concerns about how public park space should not be paved to support commercial business, and about how this topic came up several years ago and the Parks Commission did not support at that time. The Commission thanked him for his comments.
5. **Polk City Little League Sports Complex Use –**
 - a. Consider Recommendation of Sports Complex Fees
 - b. Thraen presented a comparison analysis of other surrounding communities’ ballpark fees. Most other communities do charge fees in varying amounts. Delaney asked if these fees had a residency requirement, which Thraen said very few did. Delaney also asked what the maintenance expectations would be and what the dollars would be used for. Thraen confirmed that the fees typically go towards city's general operating fund.
 - c. Thraen also did a comparison for soccer complex fees, which very few have. Most communities do a first-come/first-serve basis, and said it would be in our interest to have a competitive price for tournaments only, but not for practice only. Otis asked if a portion of the proceeds could be returned to the soccer club for equipment costs. Delaney asked how field conditions are addressed if poor weather impacts field, Thraen said they do require a deposit.
 - d. Compared private rental to private user groups. Thraen also provided a summary of what it costs per year to run the sports complex, which is approximately \$120,000, which includes mowing, cleaning, parking updates, maintenance items, staff, utilities, etc. Proposes a cost of \$5/user starting at the fiscal year (July 1, 2023), which would be a more proactive approach and in line with what other communities in the area do.
 - e. Proposed fees (based on 90 minutes):
 - i. Polk City resident - \$15, Non-resident - \$25
 - ii. \$5/hour for light fee
 - iii. User groups \$5/head usage fee added to registration
 - f. Delaney moved that we table a decision and recommend that further discussions with user groups about the \$15/25 and \$5/head cost can be had, Converse seconded**MOTION CARRIED UNANIMOUSLY**
6. **Approve moving January 2, 2023 Parks Meeting to January 3, 2023 (New Year’s Holiday) –**
 - A motion was made by Delaney and seconded by Jablonski.**MOTION CARRIED UNANIMOUSLY**
7. **Reports & Particulars** | Council Liaison, City Manager, Staff, and Commission
 - Parks and Recreation Director Thraen shared a statement about the rezoning process for the new Leonard senior living facility and the parking concerns shared by the residents during prior P&Z meeting. There was

an idea of using the developer's parkland dedication fee towards a new parking lot to serve Leonard Park. After rezoning was approved by P&Z and first reading of council, this idea is no longer being considered. Any parking lots at parks would need to be ultimately approved by Parks Commission. Thraen also thanked all involved in making the Light Up Polk City event last Friday, Dec 2, 2022 a success, and thanked Commission Member Reed for his two terms on Parks Commission, as this is his last meeting.

- Council Liaison Vogel stated how appreciated council was on feedback received for the proposed senior living facility, and thanked Ken Morse for his input on the parking lot.
- Tree Board and Arbor League member Ken Morse gave a report that six trees were spaded in at Woodhaven Park this fall as well as one at Lakeside Park, there are three or four dead trees at Miller Park that need to be replaced, which they hope to do in the Spring. Emerald ash borer is definitely impacting Polk City and surrounding areas. Otis asked if once the ash borer has moved on, will we be able to plant new ash trees. Morse said it is not certain yet.

8. **MOTION:** A motion was made by Converse and seconded by Jablonski to adjourn at 6:53 p.m.

MOTION CARRIED UNANIMOUSLY

Next Meeting Date – January 3, 2023

Submitted by Parks Commission Secretary:



Monica Converse

Attest:

Jason Thraen, Parks & Recreation Director



City of Polk City, Iowa

City Council Agenda Communication

Date: December 14, 2022 City Council Meeting
To: Mayor Steve Karsjen & City Council
From: Jason Thraen, Parks & Recreation Director

Subject: **Parks & Recreation Department Updates for November 2022**

1. Staff, along with Go Polk City, continued planning “Light Up Polk City” for Friday, December 2nd. This family-friendly holiday event will include the traditional lighting of the square, visits with Santa, character appearances, horse drawn “sleigh” rides, vendors and demonstrations, and local organization/business involvement.
2. Staff met with Prudenterra, a prairie, forest, and wetland management and restoration company, to discuss options and best practices for Crossroads Park.
3. November programming included Start Smart Basketball and Senior Social Hour
4. Sports Complex baseball/softball fields had 0 reservations in November. 276 total field reservations in 2022.
5. Community Center had 0 private rentals in November. 9 total rentals in 2022.
6. Miller Park Shelter House had 7 private rentals in November. 40 total rentals in 2022.

RESOLUTION NO. 2022-155

A RESOLUTION APPROVING THE POLK COUNTY JOINT E911 SERVICE BOARD APPOINTMENT OF THE CITY OF POLK CITY REPRESENTATIVE AND ALTERNATE

WHEREAS, pursuant to Iowa Code 34A there is established in each county a Joint 911 Service Board to provide enhanced 911 emergency telephone communication systems and other emergency 911 notification devices to further the public interest and protect the health, safety, and welfare of the people of Polk County, Iowa; and

WHEREAS, the E911 Service Board shall be a joint undertaking of Polk County and each of the political subdivisions having a public safety agency serving territory within the county E911 service area; and

WHEREAS, the commission members shall be the operations liaison officers between their jurisdiction and the commission; and

WHEREAS, the Iowa Administrative Code Section 605, Chapter 10.3 states that under E911 Service Board, ‘The joint E911 service board shall annually submit a listing of members, to include the political subdivision they represent and, if applicable, the associated 28E agreement, to the E911 program manager. A copy of the list shall be submitted within 30 days of adoption of the operating budget for the ensuing fiscal year and shall be on the prescribed form provided by the E911 program manager’; and

WHEREAS, all political subdivisions are being requested to verify their Polk County E911 service member designee and their contact information.

NOW, THEREFORE, BE IT RESOLVED, that the City Council for the City of Polk City hereby appoints Jeremy Siepker, Police Chief, as the City of Polk City’s representative on the Polk County E911 Service Board; and Karla Hogrefe, Fire Chief as the Alternate Representative for a term beginning on the 1st day of January 2023 and continuing until the 31st day of December 2023; and,

BE IT FURTHER RESOLVED that the City of Polk City will submit this Adoption Resolution to the Polk County E911 Service Board to enable this resolution’s approval.

PASSED AND APPROVED this 14 day of December 2022.

Steve Karsjen, Mayor

ATTEST:

Jenny Coffin, City Clerk

RESOLUTION NO. 2022-156

**RESOLUTION TO APPOINT A MEMBER AND ALTERNATE MEMBERS TO THE POLK COUNTY
EMERGENCY MANAGEMENT COMMISSION**

WHEREAS, the county boards of supervisors and city councils in each county shall cooperate with the Iowa Homeland Security and Emergency Management Department to establish a local emergency management commission to carry out the provisions Iowa Code Chapter 29C; and

WHEREAS, the commission shall be composed of a member of the Board of Supervisors, the Sheriff, and the Mayor from each city within the county; and

WHEREAS, a commission member may designate an alternate to represent the designated entity; and

WHEREAS, for any activity related to approval or amendment of the Commission's budget as addressed in section 29C.17, subsection 2, or chapter 24 of the Code of Iowa, participation shall be by a commission member or a designated alternate that is an elected official from the same designated entity; and

WHEREAS, the commission members shall be the operations liaison officers between their jurisdiction and the commission; and

WHEREAS, the commission shall meet regularly to determine the mission of its agency and program and provide direction for the delivery of the emergency management services of planning, administration, coordination, training, and support for local governments and their departments; and

WHEREAS, the commission shall coordinate emergency services in the event of a disaster.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Polk City, Iowa appoints Steve Karsjen, Mayor of Polk City, Iowa as the Emergency Management Commission Member; and

BE IT FURTHER RESOLVED that Dave Dvorak, Council Member be appointed as an Alternate Elected Member; and

BE IT FURTHER RESOLVED that Karla Hogrefe, Polk City Fire Chief and Jeremy Siepker, Polk City Police Chief, be appointed as an Alternate Non-Elected Appointed Members; and

BE IT FURTHER RESOLVED that the Member and/or Alternate Member(s) attend the Commission meetings on behalf of the City of Polk City, Iowa.

PASSED AND APPROVED this 14 day of December 2022.

Steve Karsjen, Mayor

ATTEST:

Jenny Coffin, City Clerk

RESOLUTION NO. 2022-157

RESOLUTION APPOINTING POLK CITY’S REPRESENTATIVES TO THE DES MOINES AREA METROPOLITAN PLANNING ORGANIZATION (MPO)

WHEREAS, the City of Polk City is a member of the Des Moines Area Metropolitan Planning Organization (MPO), as organized under Iowa Code Chapter 28E; and,

WHEREAS, the term of the City’s present representatives will expire; and,

WHEREAS, the agreement sets forth the process for the appointment of a primary and an alternate to serve on the MPO and a primary and an alternate to serve on the MPO Transportation Technical Committee (TTC).

NOW THEREFORE BE IT RESOLVED, that the City Council of Polk City, Iowa appoints Jeff Walters of Polk City, Iowa as a primary representative for the MPO and Steve Karsjen, Mayor of Polk City, Iowa as an alternate representative for a term beginning on the 1st day of January 2023 and continuing until the 31st day of December 2023; and,

FURTHER BE IT RESOLVED, that the City Council of Polk City, Iowa appoints Chelsea Huisman, City Manager of Polk City, Iowa as a primary representative for the MPO TTC and Mike Schulte, Public Works Director of Polk City, Iowa, as an alternative representative for a term beginning on the 1st day of January 2023 and continuing until the 31st day of December 2023.

PASSED AND APPROVED this 14 day of December 2022.

Steve Karsjen, Mayor

Attest:

Jenny Coffin, City Clerk

RESOLUTION NO. 2022-158

**RESOLUTION APPOINTING POLK CITY'S REPRESENTATIVES ON THE METRO
WASTE AUTHORITY (MWA) BOARD OF DIRECTORS**

WHEREAS, the City of Polk City is a member of the Metro Waste Authority's Board of Directors; and,

WHEREAS, the term of the City's present representatives will expire; and,

WHEREAS, the agreement sets forth the process for the appointment of a primary and an alternate to serve on the Metro Waste Authority's Board of Directors.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF POLK CITY that the City Council of Polk City, Iowa appoints Rob Sarchet, City Council Member as primary representative on the Metro Waste Authority's Board of Directors and Jeff Walters as an alternate representative for a term beginning on the 1st day of January 2023 and continuing until the 31st day of December 2023.

PASSED AND APPROVED this 14 day of December 2022.

Steve Karsjen, Mayor

Attest:

Jenny Coffin, City Clerk

RESOLUTION NO. 2022-159

RESOLUTION APPOINTING POLK CITY'S REPRESENTATIVES ON THE DES MOINES METROPOLITAN WASTEWATER RECLAMATION AUTHORITY BOARD TECHNICAL COMMITTEE

WHEREAS, the City of Polk City is a member of the Des Moines Metropolitan Wastewater Reclamation Authority (WRA); and,

WHEREAS, the term of the City's present representatives will expire; and,

WHEREAS, the agreement sets forth the process for the appointment of a primary and an alternate to serve on the WRA.

NOW THEREFORE BE IT RESOLVED by the City Council of Polk City that the City Council of Polk City, Iowa appoints Chelsea Huisman, City Manager of Polk City, Iowa, as Primary Representative and Steve Karsjen, Mayor of Polk City, Iowa as an alternative representative for a term beginning on the 1st day of January 2023 and continuing until the 31st day of December 2023.

FURTHER BE IT RESOLVED, that the City Council of Polk City, Iowa appoints Mike Schulte, Public Works Director of Polk City, Iowa as a primary representative for the WRA Technical Committee and Randy Franzen, Public Works Supervisor of Polk City, Iowa, as an alternative representative for a term beginning on the 1st day of January 2023 and continuing until the 31st day of December 2023.

PASSED AND APPROVED this 14 day of December 2022.

Steve Kasjen, Mayor

Attest:

Jenny Coffin, City Clerk

From: [Josh Reed](#)
To: [Jenny Coffin](#)
Subject: Parks Commission
Date: Wednesday, November 30, 2022 8:32:59 PM

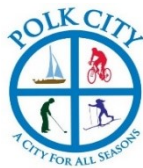
Good evening Jenny –

Writing to let you know that I do not plan on renewing my Parks term. I think there are differing opinions on the future of the commission and I think it is time for me to find new volunteer opportunities.

Thank you for the opportunity to support the city.

Thanks
Josh

Sent from [Mail](#) for Windows



CITY OF POLK CITY

VOLUNTEER BOARDS & COMMISSIONS APPLICATION

The City of Polk City has a variety of volunteer opportunities on boards and commissions for the following purposes:

- advise the City Council*
- hear and make decisions on appeals and variances*
- assist in the planning of parks, recreational programs, land use and zoning, and operations*
- assist in the promotion of educational, cultural, economic and general welfare of the public*
- assist in the promotion of performing and fine arts programming*
- assist with management of library services*

All board and commission members must be Polk City Residents. Applicants are appointed by the Mayor and confirmed by the City Council. Terms for the boards and commissions vary and are established by the Municipal Code. All meetings of the boards and commissions are open to the public and agendas are prepared and available for public viewing.

For more information, contact the City Clerk’s Office by phone at 515-984-6233 or e-mail support@polkcityia.gov.

APPLICANT INFORMATION

Last Name Otis	First Nicholas	MI J
Street Address 1301 Bel Aire Rd	City/State Polk City, Iowa	Zip 50226
Employer Name USDA – Agricultural Research Service	Job Title Research Technician	Length of residency in Polk City 7

Please check the following Board or Commission you are interested in serving:

<input type="radio"/> Library Board of Trustees	<input type="radio"/> Planning and Zoning Commission
<input checked="" type="radio"/> Park Commission	<input type="radio"/> Board of Adjustment
<input type="radio"/> Tree Board	<input type="radio"/> Other (please specify)

What knowledge and/or understanding of the Board/Commission do you have?

2 years on the Parks Commission, serving for the previous year as the Commission Chair.

Please check the following areas of knowledge and/or expertise you possess:

Financial Management	Land Use Planning
Community Groups <input checked="" type="checkbox"/>	Engineering
Conflict Resolution	Other:

What education, experiences or activities qualify you for this volunteer position?

I am a volunteer coach with the North Polk United Soccer Club and a member of the Polk City Arbor League. In addition to my current term on the Parks Commission, I served 4 years as a Neighborhood Citizens Group member.

Why do you wish to serve on the Board or Commission?

I enjoy being involved in the community and serving this previous term on the Parks Commission has been a good experience. I look forward to being able to help shape the direction of the Regional Park.

Please indicate	yes	no
Would you be able to attend regularly scheduled meetings?	X	
Do you sell, contract, or furnish supplies, material or labor to the City?		X
Have you ever been employed by the City?		X
Do you have any relatives working for the City?		X

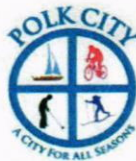
References

Name Mike Miller, Ankeny Public Schools, Neighbor. (515) 661-7357
Name Amy Vincent, USDA-Virus&Prion Research Group, Supervisor. (515) 291-2399
Name Garrett Feddersen, Buena Vista Medical Center ER Director, Long-time Friend & Avid Outdoorsman. (712) 210-1152

Thank you for your interest in volunteering with the City of Polk City.

If not selected, your application will be retained for one year. This application is a public document and as such can be viewed, reproduced or distributed to the public.

In applying for appointment, you understand the City Council may make inquiries in the community pertinent to your appointment.



**CITY OF POLK CITY
VOLUNTEER BOARDS & COMMISSIONS APPLICATION**

The City of Polk City has a variety of volunteer opportunities on boards and commissions for the following purposes:

- advise the City Council*
- hear and make decisions on appeals and variances*
- assist in the planning of parks, recreational programs, land use and zoning, and operations*
- assist in the promotion of educational, cultural, economic and general welfare of the public*
- assist in the promotion of performing and fine arts programming*
- assist with management of library services*

All board and commission members must be Polk City Residents. Applicants are appointed by the Mayor and confirmed by the City Council. Terms for the boards and commissions vary and are established by the Municipal Code. All meetings of the boards and commissions are open to the public and agendas are prepared and available for public viewing.

For more information, contact the City Clerk's Office by phone at 515-984-6233 or e-mail support@polkcityia.gov.

APPLICANT INFORMATION

Last Name Haaland	First Kelley	MI M
Street Address 1461 Marina Cove Dr.	City/State Polk City, IA	Zip 50226
Phone Number 515-210-3413	Email kkhaaland@gmail.com	
Employer Name North Polk Schools	Job Title library associate	Length of residency in Polk City 9 yrs

Please check the following Board or Commission you are interested in serving:

<input type="radio"/> Library Board of Trustees	<input type="radio"/> Planning and Zoning Commission
<input checked="" type="radio"/> Park Commission	<input type="radio"/> Board of Adjustment
<input type="radio"/> Tree Board	<input type="radio"/> Other (please specify) _____

What knowledge and/or understanding of the Board/Commission do you have?

I have been a member of this commission previously. While there is always more to learn, I have a good idea of the process & am very interested in helping w/ this in our community.

Please check the following areas of knowledge and/or expertise you possess:

Financial Management ✓	Land Use Planning ✓
Community Groups ✓	Engineering
Conflict Resolution ✓	Other:

What education, experiences or activities qualify you for this volunteer position?

I have a degree in Community & Public Health. My family is active with participating in & helping organize many youth activities & have a strong interest in providing recreational opportunities to our community. I also serve on the NP wellness committee.

Why do you wish to serve on the Board or Commission?

I am passionate about parks and opportunities for residents of all ages to be active. We enjoy biking, visiting parks, and all the other ways to be active. I'd love to continue providing input to make Polk City recreational opportunities the best they can be!

Please indicate	yes	no
Would you be able to attend regularly scheduled meetings?	X	
Do you sell, contract or furnish supplies, material or labor to the City?		X
Have you ever been employed by the City?		X
Do you have any relatives working for the City?		X

References

Name Emily Krantz
Name Amanda Parker
Name Melanie Hill

Thank you for your interest in volunteering with the City of Polk City.

If not selected, your application will be retained for one year. This application is a public document and as such can be viewed, reproduced or distributed to the public.

In applying for appointment, you understand the City Council may make inquiries in the community pertinent to your appointment.

December 14, 2022

Honorable Mayor and City Council
City of Polk City
112 S. 3rd Street
Polk City, Iowa

RE: CHANGE ORDER NO. 2
PARTIAL PAYMENT APPLICATION NO. 9
NORTH 3RD STREET AND VISTA LAKE AVENUE
INTERSECTION IMPROVEMENTS PROJECT

Dear Honorable Mayor and City Council:

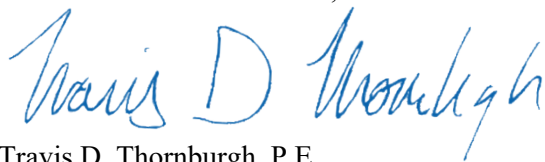
Please find the attached Partial Payment Application No. 9 and Change Order No. 2 for the North 3rd Street and Vista Lake Avenue Intersection Improvements Project. This payment application includes work completed by the Contractor through November 30, 2022. Work completed during this pay period includes all roadway work, with the exception of final surface restoration and permanent streetlighting.

Change Order No. 2 reduces and increases the plan quantities of several items to reflect the roadway quantities as constructed, as well as adds an item for additional mobilization related to temporary traffic signal adjustments, which total a net deduction of \$63,711.67 to the total contract price. These adjustments finalize the roadway items, with the exception of seeding and streetlighting, to streamline the acceptance and closeout process following completion of Milestones #2 and #3 in the Spring, Summer, and Fall of 2023. The additional item added to the contract provides compensation for additional mobilizations related to adjusting temporary signal placement to address concerns from the traveling public.

We recommend approval of Change Order No. 2, totaling a deduction of \$63,771.67, and payment of \$50,311.20 to the Contractor, Absolute Concrete, for work completed through November 30, 2022. Approximately 90.8% of the total contract work has been completed and 121.5 of the 130 working days for the project have been charged.

Please contact me should you have any questions on this pay application and change order. We will be in attendance at the December 14, 2022 City Council meeting to answer any questions regarding these items.

Sincerely,
SNYDER & ASSOCIATES, INC.



Travis D. Thornburgh, P.E.

Enclosure

cc: Mike Schulte, City of Polk City
Chelsea Huisman, City of Polk City
Kathleen Connor, Snyder & Associates

RESOLUTION NO. 2022-160

A RESOLUTION APPROVING CHANGE ORDER NO. 2 FOR THE NORTH 3RD STREET AND VISTA LAKE AVENUE INTERSECTION IMPROVEMENTS PROJECT

WHEREAS, the City of Polk City, City Council, approved Resolution 2021-124 ordering construction for the North 3rd Street and Vista Lake Avenue Intersection Improvements Project on November 22, 2021; and

WHEREAS, the City Council approved Resolution 2022-02 on January 10, 2022 awarding the construction contract to Absolute Concrete Construction, Inc of Granger, Iowa; and

WHEREAS, on January 24, 2022 the City Council approved Resolution 2022-12 approving the contract in the amount of \$1,534,961 with additive bid alternates totaling \$51,345 for a total contract of \$1,586,306; and

WHEREAS, on April 11, 2022 the City Council approved Resolution 2022-39 approving Change Order No. 1 in the amount of \$40,145; and

WHEREAS, Absolute Concrete Construction, Inc. and the City Engineer have submitted to the City of Polk City, Change Order No. 2 in the reduction amount of **-\$63,771.67**.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Polk City, Iowa hereby approves the Change Order No. 2 in the reduction amount of **-\$63,771.67** for the North 3rd Street and Vista Lake Avenue Intersection Improvements Project.

PASSED AND APPROVED the 14th day of December 2022.

Steve Karsjen, Mayor

ATTEST:

Jenny Coffin, City Clerk

CHANGE ORDER NO. 2

OWNER: City of Polk City

PROJECT: N. 3rd Street and Vista Lake Avenue
Intersection Improvements Project
S&A PROJECT #: 121.0455.01

To: Absolute Concrete Construction, Inc.
Contractor
1800 Burr Oak Blvd, PO Box 430
Address
Granger, IA 50109
City, State, Zip

You are directed to make the following changes in this contract:

-
- 1. Description of change to be made:**
- 2.06. - Reduction of quantity to match field measurements.
 - 4.08. - Increase of quantity to match field measurements.
 - 5.02. - Increase of quantity to match field measurements.
 - 5.05. - Increase of quantity to match field measurements.
 - 5.06. - Reduction of quantity to match field measurements.
 - 5.10. - Reduction of quantity to match field measurements.
 - 5.12. - Reduction of quantity to match field measurements.
 - 7.01. - Increase of quantity to match field measurements.
 - 7.02. - Reduction of quantity to match field measurements.
 - 7.03. - Reduction of quantity to match field measurements.
 - 7.04. - Increase of quantity to match field measurements.
 - 7.06. - Increase of quantity to match field measurements.
 - 7.07. - Reduction of quantity to match field measurements.
 - 7.09. - Increase of quantity to match field measurements.
 - 7.10. - Reduction of quantity to match field measurements.
 - 7.13. - Increase of quantity to match field measurements.
 - 7.14. - Increase of quantity to match field measurements.
 - 7.15. - Reduction of quantity to match field measurements.
 - 7.18. - Reduction of quantity to match field measurements.
 - 7.19. - Reduction of quantity to match field measurements.
 - 8.05. - Increase of quantity to match field measurements.
 - 8.09. - Reduction of quantity to match field measurements.
 - 8.10. - Increase of quantity to match field measurements.
 - 9.08. - Increase of quantity to match field measurements.
 - 9.15. - Reduction of quantity to match field measurements.
 - 9.16. - Reduction of quantity to match field measurements.
 - 9.22. - Increase of quantity to match field measurements.
 - CO 2.1. - Addition of item to account for movement and adjustment of temporary traffic signals to accommodate and remedy concerns of traveling public.
-
- 2. Reason for Change:**
- 2.06. - Adjusted to match field measurements. Unsuitable material was less common than anticipated.
 - 4.08. - Adjusted to match field measurements.
 - 5.02. - Adjusted to match field measurements.
 - 5.05. - Adjusted to match field measurements. Connection to existing water main was adjusted to simplify operations.
 - 5.06. - Adjusted to match field measurements. Connection to existing water main was adjusted to simplify operations.
 - 5.10. - Adjusted to match field measurements. Connection to existing water main was adjusted to simplify operations.
 - 5.12. - Adjusted to match field measurements. Connection to existing water main was adjusted to simplify operations.
 - 7.01. - Adjusted to match field measurements.
 - 7.02. - Adjusted to match field measurements. Construction sequence of east leg was adjusted to simplify staging.
 - 7.03. - Adjusted to match field measurements. Construction sequence of east leg was adjusted to simplify staging.
 - 7.04. - Adjusted to match field measurements. Construction sequence of east leg was adjusted to simplify staging.
 - 7.06. - Adjusted to match field measurements.
 - 7.07. - Adjusted to match field measurements. Construction sequence of east leg was adjusted to simplify staging.
 - 7.09. - Adjusted to match field measurements.

- 7.10. - Adjusted to match field measurements.
- 7.13. - Adjusted to match field measurements.
- 7.14. - Adjusted to match field measurements.
- 7.15. - Adjusted to match field measurements.
- 7.18. - Adjusted to match field measurements.
- 9.05. - Adjusted to match field measurements.
- 7.19. - Adjusted to match field measurements.
- 8.09. - Adjusted to match field measurements.
- 8.10. - Adjusted to match field measurements.
- 9.08. - Adjusted to match field measurements. Additional quantity was added to repair damaged curb due to traffic accident.
- 9.15. - Adjusted to match field measurements.
- 9.16. - Adjusted to match field measurements.
- 9.22. - Adjusted to match field measurements.
- CO 2.1. - Placement of temporary traffic signals were adjusted to provide simpler navigation of construction zone.

3. Settlement for the cost of making the change shall be as follows:

Item No.	Item Description	Quantity	Unit	Unit Price	Total Price
2.06.	Below Grade Excavation (Core Out)	-750	CY	\$40.30	-\$30,225.00
4.08.	Subdrain, Corrugated PVC, 6" Dia.	32	LF	\$21.00	\$672.00
5.02.	Water Main, Trenched, PVC C900, 12"	14	LF	\$84.00	\$1,176.00
5.05.	Fitting, 45 Degree Bend, 12"	3	EACH	\$1,150.00	\$3,450.00
5.06.	Fitting, 90 Degree Bend, 8"	-1	EACH	\$750.00	-\$750.00
5.10.	Valve, Gate, 8"	-1	EACH	\$2,195.00	-\$2,195.00
5.12.	Valve, Gate, Hot Tap, 12"	-1	EACH	\$8,900.00	-\$8,900.00
7.01.	Pavement, PCC, 8" Depth	128.7	SY	\$90.00	\$11,583.00
7.02.	Median Curb, PCC, 6" Height, 12" Width, Dowelled	-124	LF	\$60.00	-\$7,440.00
7.03.	Curb and Gutter, 2.5' Width, 6" Standard Curb, Dowelled	-282	LF	\$50.00	-\$14,100.00
7.04.	Curb and Gutter, 2.0' Width, 6" Standard Curb	6	LF	\$60.00	\$360.00
7.06.	Raised PCC Median Pavement, 6" Depth	44	SY	\$80.00	\$3,520.00
7.07.	PCC Median Paving, 8" Depth, Dowelled	-44	SY	\$150.00	-\$6,600.00
7.09.	HMA Base Widening, 8" Depth	43.88	SY	\$74.50	\$3,269.06
7.10.	HMA Overlay, Levelling Course, 1/2" PG 58-28S	-25	TON	\$143.00	-\$3,575.00
7.13.	Shared Use Path, PCC, 5" Depth	14	SY	\$55.00	\$770.00
7.14.	Sidewalk, PCC, 6" Depth	10.5	SY	\$70.00	\$735.00
7.15.	Detectable Warning	-2	SF	\$50.00	-\$100.00
7.18.	Temporary Roadway Pavement	-12.3	SY	\$33.75	-\$415.13
7.19.	Temporary Pavement Patch	-84	SY	\$130.00	-\$10,920.00
8.05.	Pavement Markings Removed	0.5	STA	\$250.00	\$125.00
8.09.	Flaggers	-8	CDAY	\$650.00	-\$5,200.00
8.10.	Portable Dynamic Message Sign (PDMS)	1	CDAY	\$75.00	\$75.00
9.08.	PCC Maintenance Curb, 12" Colored	57	LF	\$85.00	\$4,845.00
9.15.	Rip Rap, Class D Revetment	-11.9	TON	\$75.00	-\$892.50
9.16.	Stabilized Construction Entrance	-445	SY	\$11.50	-\$5,117.50
9.22.	Chain Link Fence, Black Vinyl Chain Link, 42"	24	LF	\$57.00	\$1,368.00
CO 2.1.	Additional Temp. Traffic Signal Mobilization	1	LS	\$710.40	\$710.40
				TOTAL	-\$63,771.67

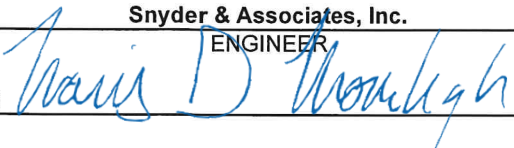
4. This change order will result in a net change in the contract completion time of 1 days and a net change in the cost of the project of -\$63771.67 divided as follows:

Approved funds and contract completion date as per (Engineer's Estimate, Contract or last approved C.O.)	<u>Contract Amount</u>
	<u>\$1,626,451.00</u>
Change due to this C.O. (+ or -)	<u>(\$63,771.67)</u>
Totals including this C.O.:	<u>\$1,562,679.33</u>

The change described herein is understood, and the terms of settlement are hereby agreed to:

Absolute Concrete Construction, Inc.
CONTRACTOR
By 

DATE: 12/9/2022

Snyder & Associates, Inc.
ENGINEER
By 

DATE: 12/09/2022

City of Polk City
OWNER
By _____

DATE: _____

RESOLUTION NO 2022-161

A RESOLUTION APPROVING THE APPLICATION FOR PARTIAL PAYMENT APPLICATION NO. 9 FOR THE NORTH 3RD STREET AND VISTA LAKE AVENUE INTERSECTION IMPROVEMENTS PROJECT

WHEREAS, the City of Polk City, City Council, approved Resolution 2021-124 ordering construction for the North 3rd Street and Vista Lake Avenue Intersection Improvements Project on November 22, 2021; and

WHEREAS, the City Council approved Resolution 2022-02 on January 10, 2022 awarding the construction contract to Absolute Concrete Construction, Inc of Granger, Iowa; and

WHEREAS, on January 24, 2022 the City Council approved Resolution 2022-12 approving the contract in the amount of \$1,534,961 with additive bid alternates totaling \$51,345 for a total contract of \$1,586,306; and

WHEREAS, on April 11, 2022 the City Council approved Resolution 2022-39 approving Change Order No. 1 in the amount of \$40,145; and

WHEREAS, on December 14, 2022 the City Council approved Resolution 2022-160 approving Change Order No. 2 in the reduction amount of **-\$63,771.67**; and

WHEREAS, on April 11, 2022 the City Council approved Resolution 2022-40 approving Partial Pay App No. 1 in the amount of \$36,440.57; and

WHEREAS, on May 9, 2022 the City Council approved Resolution 2022-63 approving Partial Pay App No. 2 in the amount of \$164,734.07; and

WHEREAS, on June 13, 2022 the City Council approved Resolution 2022-70 approving Partial Pay App No. 3 in the amount of \$110,380.98; and

WHEREAS, on July 11, 2022 the City Council approved Resolution 2022-86 approving Partial Pay App No. 4 in the amount of \$79,332.60; and

WHEREAS, on August 8, 2022 the City Council approved Resolution 2022-93 approving Partial Pay App No. 5 in the amount of \$98,045.93; and

WHEREAS, on September 12, 2022 the City Council approved Resolution 2022-109 approving Partial Pay App No. 6 in the amount of \$420,570.23; and

WHEREAS, on October 10, 2022 the City Council approved Resolution 2022-118 approving Partial Pay App No. 7 in the amount of \$232,324.55; and

WHEREAS, on November 14, 2022 the City Council approved Resolution 2022-127 approving Partial Pay App No. 8 in the amount of \$176,286.66; and

WHEREAS, Absolute Concrete Construction, Inc and the City Engineer have submitted the Application for Partial Payment Application No. 9 giving a detailed estimate of work completed with an application for payment in the amount of \$50,311.20.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Polk City, Iowa hereby approves the Application for Partial Payment Application No. 9 for the North 3rd Street and Vista Lake Avenue Intersection Improvements Project, and the City Clerk/Treasurer is hereby authorized to issue a check to Absolute Concrete Construction, Inc in the amount of \$50,311.20.

PASSED AND APPROVED the 14th day of December 2022.

Steve Karsjen, Mayor

ATTEST:

Jenny Coffin, City Clerk

APPLICATION FOR PARTIAL PAYMENT NO. 9

PROJECT: N. 3rd Street and Vista Lake Avenue Intersection Improvements Project

S&A PROJECT NO.: 121.0455.01

OWNER: City of Polk City
CONTRACTOR: Absolute Concrete Construction, Inc.
ADDRESS: 1800 Burr Oak Blvd
PO Box 430
Granger, IA 50109
DATE: 11/8/2022

PAYMENT PERIOD: 11/1/2022 to 11/30/2022

1. CONTRACT SUMMARY:

Original Contract Amount: \$ 1,586,306.00
Net Change by Change Order: \$ (23,626.67)
Contract Amount to Date: \$ 1,562,679.33

CONTRACT PERIOD: TOTAL WORKING DAYS

Original Contract Date: January 10, 2022
Original Contract Time: 120 (Milestone #1: Project Completion)

2. WORK SUMMARY:

Total Work Performed to Date: \$ 1,440,446.09
Retainage: 5.00% \$72,022.30
Total Earned Less Retainage: \$ 1,368,423.79
Less Previous Applications for Payment: \$ 1,318,112.59
AMOUNT DUE THIS APPLICATION: \$ 50,311.20

Added by Change Order: 10
Contract Time to Date: 130
Time Used to Date: 121.5
Contract Time Remaining: 8.5

Milestone #2: April 22, 2023
Landscape Completion

3. CONTRACTOR'S CERTIFICATION:

Milestone #3: Plant 180 Calendar Days
Watering and Maintenance Period:

The undersigned CONTRACTOR certifies that:

- (1) all previous progress payments received from OWNER on account of Work done under the contract referred to above have been applied to discharge in full all obligations of CONTRACTOR incurred in connection with the Work covered by prior Applications for Payment; and
(2) title to all materials and equipment incorporated in said Work or otherwise listed in or covered by the application for Payment are free and clear of all liens, claims, security interests, and encumbrances

Absolute Concrete Construction, Inc.

CONTRACTOR

By

[Handwritten signature]

DATE:

12/9/2022

4. ENGINEER'S APPROVAL:

Payment of the above AMOUNT DUE THIS APPLICATION is recommended:

Snyder & Associates, Inc.

ENGINEER

By

[Handwritten signature]

DATE:

12/09/2022

5. OWNER'S APPROVAL

City of Polk City

OWNER

By

DATE:

6. DETAILED ESTIMATE OF WORK COMPLETED:

ITEM NO.	DESCRIPTION	CONTRACT ITEMS				COMPLETED WORK		
		PLAN QTY.	UNIT	UNIT COST	COST TOTAL	QTY. TO DATE	CO #	COST TOTAL
2.01.	Clearing and Grubbing	1	LS	\$ 9,000.00	\$ 9,000.00	1		\$ 9,000.00
2.02.	Topsoil, On-Site, 6" Depth	1,515	CY	21.75	32,951.25	1,515		32,951.25
2.03.	Topsoil, Compost-Amended, Contractor Provided	503	CY	17.50	8,802.50	503		8,802.50
2.04.	Excavation, Class 10, Roadway and Borrow	1,830	CY	3.80	6,954.00	1,830		6,954.00
2.05.	Excavation, Class 10, Contractor Provided	2,440	CY	30.00	73,200.00	2,440		73,200.00
2.06.	Below Grade Excavation (Core Out)	1,000	CY	40.30	40,300.00	250		10,075.00
2.07.	Subgrade Preparation, 12" Depth	4,826	SY	2.50	12,065.00	4,826		12,065.00
2.08.	Subgrade Treatment, Geogrid, Triangular	1,500	SY	4.50	6,750.00	1,500		6,750.00
2.09.	Subbase, Modified, 8" Depth	3,530	SY	13.50	47,655.00	3,530		47,655.00
2.10.	Subbase, Special Backfill, 8" Depth	1,296	SY	13.50	17,496.00	1,296		17,496.00
2.11.	Removal of Structure, 15" Pipe Apron	2	EA	350.00	700.00	2		700.00
2.12.	Removal of Known Pipe Culvert, RCP, 15"	102	LF	19.00	1,938.00	102		1,938.00
2.13.	Removal of Known Pipe Culvert, RCP, 24"	24	LF	28.00	672.00	24		672.00
2.14.	Compaction Testing	1	LS	5,000.00	5,000.00	1.00		5,000.00
2.15.	Granular Shoulder, 8" Depth	104	TON	39.50	4,108.00	104		4,108.00
2.16.	Temporary Granular Surfacing	150	TON	37.00	5,550.00	150.00		5,550.00
3.01.	Trench Compaction	1	LS	3,000.00	3,000.00	1.00		3,000.00
4.01.	Storm Sewer, Trenched, RCP, 15" Dia.	463	LF	74.75	34,609.25	463		34,609.25
4.02.	Removal of Storm Sewer, PVC Subdrain, 6" Dia.	76	LF	12.50	950.00	76		950.00
4.03.	Removal of Storm Sewer, CMP, 15"	312	LF	16.00	4,992.00	312		4,992.00
4.04.	Removal of Storm Sewer, RCP, 15"	67	LF	18.00	1,206.00	67		1,206.00
4.05.	Storm Sewer, Abandonment, Fill and Plug	23	LF	96.25	2,213.75	23		2,213.75
4.06.	Temporary Pipe Culvert, Trenched, CMP, 15" Dia.	312	LF	66.75	20,826.00	312		20,826.00
4.07.	Pipe Apron, Guard, & Footing, RCP 15"	1	EA	3,150.00	3,150.00	1		3,150.00
4.08.	Subdrain, Corrugated PVC, 6" Dia.	801	LF	21.00	16,821.00	833		17,493.00
4.09.	Subdrain Cleanouts, Type A-1	3	EA	950.00	2,850.00	3		2,850.00
4.10.	Subdrain Outlets and Connections	11	EA	555.00	6,105.00	11		6,105.00
4.11.	Subdrain Outlets and Connections, 6" Dia. DR-305 Type A	2	EA	635.00	1,270.00	2		1,270.00
4.12.	SW-211, Connect Existing Pipe to Structure	1	EA	2,325.00	2,325.00	1		2,325.00
5.01.	Water Main, Trenched, PVC C900, 8"	264	LF	54.00	14,256.00	264		14,256.00
5.02.	Water Main, Trenched, PVC C900, 12"	342	LF	84.00	28,728.00	356		29,904.00
5.03.	Fitting, 22.5 Degree Bend, 8"	2	EA	707.00	1,414.00	2		1,414.00
5.04.	Fitting, 45 Degree Bend, 8"	3	EA	775.00	2,325.00	3		2,325.00
5.05.	Fitting, 45 Degree Bend, 12"	4	EA	1,150.00	4,600.00	7		8,050.00
5.06.	Fitting, 90 Degree Bend, 8"	1	EA	750.00	750.00			-
5.07.	Fitting, Cross, 12" x 8"	1	EA	1,705.00	1,705.00	1		1,705.00
5.08.	Water Service Stub, 3/4" Copper, With Corporation, Curb Stop and Box	1	EA	1,945.00	1,945.00	1		1,945.00
5.09.	Water Service, 3/4", to Median w/ Meter and Backflow Prevention Device	1	LS	8,225.00	8,225.00	1.00		8,225.00
5.10.	Valve, Gate, 8"	3	EA	2,195.00	6,585.00	2		4,390.00
5.11.	Valve, Gate, 12"	1	EA	3,510.00	3,510.00	1		3,510.00
5.12.	Valve, Gate, Hot Tap, 12"	2	EA	8,900.00	17,800.00	1		8,900.00
5.13.	Fire Hydrant Assembly	2	EA	6,350.00	12,700.00	2		12,700.00
5.14.	Flushing Device, Blowoff	1	EA	2,780.00	2,780.00	1		2,780.00
5.15.	Fire Hydrant Assembly Removal	1	EA	600.00	600.00	1		600.00
5.16.	Removal of Water Main	490	LF	24.50	12,005.00	490		12,005.00

5.17.	Connection to Existing Water Main, Cut-In	2	EA	2,675.00	5,350.00	2	5,350.00
6.01.	Manhole, SW-401, 48" Diameter	4	EA	4,255.00	17,020.00	4	17,020.00
6.02.	Intake, SW-507S	2	EA	4,650.00	9,300.00	2	9,300.00
6.03.	Intake, SW-507L	4	EA	4,650.00	18,600.00	4	18,600.00
6.04.	Manhole Adjustment, Minor	1	EA	475.00	475.00	1	475.00
6.05.	Manhole Adjustment, Major	2	EA	2,516.00	5,032.00	2	5,032.00
6.06.	Remove Intake	1	EA	715.00	715.00	1	715.00
7.01.	Pavement, PCC, 8" Depth	3,400	SY	90.00	306,000.00	3,528.7	317,583.00
7.02.	Median Curb, PCC, 6" Height, 12" Width, Dowelled	124	LF	60.00	7,440.00		-
7.03.	Curb and Gutter, 2.5' Width, 6" Standard Curb, Dowelled	282	LF	50.00	14,100.00		-
7.04.	Curb and Gutter, 2.0' Width, 6" Standard Curb	111	LF	60.00	6,660.00	117	7,020.00
7.05.	PCC Median, Truck Apron, 8" Depth, Colored and Stamped	406	SY	200.00	81,200.00	406	81,200.00
7.06.	Raised PCC Median Pavement, 6" Depth	214	SY	80.00	17,120.00	258	20,640.00
7.07.	PCC Median Paving, 8" Depth, Dowelled	44	SY	150.00	6,600.00		-
7.08.	PCC Pavement Samples and Testing	1	LS	5,000.00	5,000.00	1.00	5,000.00
7.09.	HMA Base Widening, 8" Depth	193	SY	74.50	14,378.50	236.88	17,647.56
7.10.	HMA Overlay, Levelling Course, 1/2" PG 58-28S	45	TON	143.00	6,435.00	20	2,860.00
7.11.	Removal of Sidewalk	145	SY	11.00	1,595.00	145	1,595.00
7.12.	Sidewalk, PCC, 4" Depth	112	SY	60.00	6,720.00	112	6,720.00
7.13.	Shared Use Path, PCC, 5" Depth	332	SY	55.00	18,260.00	346	19,030.00
7.14.	Sidewalk, PCC, 6" Depth	96	SY	70.00	6,720.00	106.5	7,455.00
7.15.	Detectable Warning	162	SF	50.00	8,100.00	160	8,000.00
7.16.	Pavement Removal	4,800	SY	11.00	52,800.00	4,800	52,800.00
7.17.	Milling, Variable Depth	160	SY	20.00	3,200.00	160	3,200.00
7.18.	Temporary Roadway Pavement	1,950	SY	33.75	65,812.50	1,937.7	65,397.38
7.19.	Temporary Pavement Patch	84	SY	130.00	10,920.00		-
8.01.	Temporary Traffic Signal	1	LS	8,500.00	8,500.00	1.00	8,500.00
8.02.	Painted Pavement Markings, Solvent/Waterborne	16.5	STA	90.00	1,485.00	16.5	1,485.00
8.03.	Painted Pavement Markings, Durable	27.5	STA	300.00	8,250.00	27.5	8,250.00
8.04.	Grooves Cut for Pavement Markings	27.5	STA	150.00	4,125.00	27.5	4,125.00
8.05.	Pavement Markings Removed	4.5	STA	250.00	1,125.00	5.0	1,250.00
8.06.	Temporary Traffic Control	1	LS	9,400.00	9,400.00	1.00	9,400.00
8.07.	Street Lighting System	1	LS	79,494.00	79,494.00		-
8.08.	Street Signs	1	LS	10,200.00	10,200.00	1.00	10,200.00
8.09.	Flaggers	20	CDAY	650.00	13,000.00	12	7,800.00
8.10.	Portable Dynamic Message Sign (PDMS)	45	CDAY	75.00	3,375.00	46	3,450.00
8.11.	Rectangular Rapid Flashing Beacons (North Pedestrian Crossing)	1	LS	19,095.00	19,095.00	1	19,095.00
9.01.	Conventional Seeding, Fertilizing, Mulching, Type 1	1.5	AC	6,000.00	9,000.00		-
9.02.	Conventional Seeding, Fertilizing, Mulching, Type 4	1.5	AC	3,000.00	4,500.00	1.31	3,930.00
9.03.	Large Shrub, #5 Container, With Warranty	17	EA	85.00	1,445.00		-
9.04.	Native Forb, Plugs 5" D x 2.25" W, With Warranty	1,400	EA	12.00	16,800.00		-
9.05.	Native Grass Seeding and Mulching	1	LS	1,200.00	1,200.00		-
9.06.	Plant Maintenance and Watering	1	LS	2,500.00	2,500.00		-
9.07.	Median Electrical Service	1	LS	7,025.00	7,025.00	0.5	3,512.50
9.08.	PCC Maintenance Curb, 12" Colored	73	LF	85.00	6,205.00	130	11,050.00
9.09.	Stormwater Pollution Prevention Plan (SWPPP) Preparation	1	LS	1,250.00	1,250.00	1.00	1,250.00

9.10.	Stormwater Pollution Prevention Plan (SWPPP) Management	1	LS	5,500.00	5,500.00	0.91		5,005.00
9.11.	Filter Sock, 9" Diameter	1,600	LF	1.75	2,800.00	1,401		2,451.75
9.12.	Filter Sock, Removal	1,600	LF	0.25	400.00			-
9.13.	Temporary RECP, Type 2C	120	SY	4.50	540.00			-
9.14.	Remove Existing Rip Rap	1	LS	1,450.75	1,450.75	1		1,450.75
9.15.	Rip Rap, Class D Revetment	62	TON	75.00	4,650.00	50.1		3,757.50
9.16.	Stabilized Construction Entrance	445	SY	11.50	5,117.50			-
9.17.	Silt Fence or Silt Fence Ditch Check	3,200	LF	1.75	5,600.00	338		591.50
9.18.	Silt Fence or Silt Fence, Removal of Sediment	3,200	LF	0.05	160.00			-
9.19.	Silt Fence or Silt Fence, Removal of Device	3,200	LF	0.05	160.00			-
9.20.	Inlet Protection Device, Open Throat	6	EA	150.00	900.00	6		900.00
9.21.	Inlet Protection Device, Maintenance	12	EA	50.00	600.00			-
9.22.	Chain Link Fence, Black Vinyl Chain Link, 42"	94	LF	57.00	5,358.00	118		6,726.00
11.01.	Mobilization	1	LS	100,000.00	100,000.00	1		100,000.00
11.02.	Concrete Washout	1	LS	2,000.00	2,000.00	1		2,000.00
11.03.	Remove Existing Monument Sign (Parcel 2)	1	LS	1,195.00	1,195.00	1		1,195.00
11.04.	Remove Existing Monument Sign (Parcel 4)	1	LS	1,615.00	1,615.00	1		1,615.00
ADDITIVE BID ALTERNATES:								
A.	Rectangular Rapid Flashing Beacons (East Pedestrian Crossing)	1	LS	19,095.00	19,095.00	1		19,095.00
B.	Median Pavement: Add Stamped Texture and Integral Color	258	SY	125.00	32,250.00	258		32,250.00
STORED MATERIALS SUMMARY:								
					-			-
					TOTAL ORIGINAL CONTRACT = \$ 1,586,306.00		\$ 1,399,590.69	
CHANGE ORDER SUMMARY:								
1.1.	Pothole Existing Utilities	1	LS	2,389.00	2,389.00	1	1	2,389.00
1.2.	Connection to Existing Manhole	1	EA	6,556.00	6,556.00	1	1	6,556.00
1.3.	Sanitary Sewer, PVC, 8" Dia.	200	LF	138.00	27,600.00	200	1	27,600.00
1.4.	Trench Box	1	LS	3,600.00	3,600.00	1	1	3,600.00
2.06.	Below Grade Excavation (Core Out)	(750)	CY	40.30	(30,225.00)		2	-
4.08.	Subdrain, Corrugated PVC, 6" Dia.	32	LF	21.00	672.00		2	-
5.02.	Water Main, Trenched, PVC C900, 12"	14	LF	84.00	1,176.00		2	-
5.05.	Fitting, 45 Degree Bend, 12"	3	EACH	1,150.00	3,450.00		2	-
5.06.	Fitting, 90 Degree Bend, 8"	(1)	EACH	750.00	(750.00)		2	-
5.10.	Valve, Gate, 8"	(1)	EACH	2,195.00	(2,195.00)		2	-
5.12.	Valve, Gate, Hot Tap, 12"	(1)	EACH	8,900.00	(8,900.00)		2	-
7.01.	Pavement, PCC, 8" Depth	128.7	SY	90.00	11,583.00		2	-
7.02.	Median Curb, PCC, 6" Height, 12" Width, Dowelled	(124)	LF	60.00	(7,440.00)		2	-
7.03.	Curb and Gutter, 2.5' Width, 6" Standard Curb, Dowelled	(282)	LF	50.00	(14,100.00)		2	-
7.04.	Curb and Gutter, 2.0' Width, 6" Standard Curb	6	LF	60.00	360.00		2	-
7.06.	Raised PCC Median Pavement, 6" Depth	44	SY	80.00	3,520.00		2	-
7.07.	PCC Median Paving, 8" Depth, Dowelled	(44)	SY	150.00	(6,600.00)		2	-
7.09.	HMA Base Widening, 8" Depth	43.88	SY	74.50	3,269.06		2	-
7.10.	HMA Overlay, Levelling Course, 1/2" PG 58-28S	(25)	TON	143.00	(3,575.00)		2	-
7.13.	Shared Use Path, PCC, 5" Depth	14	SY	55.00	770.00		2	-
7.14.	Sidewalk, PCC, 6" Depth	10.5	SY	70.00	735.00		2	-
7.15.	Detectable Warning	(2)	SF	50.00	(100.00)		2	-
7.18.	Temporary Roadway Pavement	(12.3)	SY	33.75	(415.13)		2	-
7.19.	Temporary Pavement Patch	(84)	SY	130.00	(10,920.00)		2	-
8.05.	Pavement Markings Removed	0.5	STA	250.00	125.00		2	-

8.09.	Flaggers	(8)	CDAY	650.00	(5,200.00)		2	-
8.10.	Portable Dynamic Message Sign (PDMS)	1	CDAY	75.00	75.00		2	-
9.08.	PCC Maintenance Curb, 12" Colored	57	LF	85.00	4,845.00		2	-
9.15.	Rip Rap, Class D Revetment	(11.9)	TON	75.00	(892.50)		2	-
9.16.	Stabilized Construction Entrance	(445)	SY	11.50	(5,117.50)		2	-
9.22.	Chain Link Fence, Black Vinyl Chain Link, 42"	24	LF	57.00	1,368.00		2	-
CO 2.1.	Additional Temp. Traffic Signal Mobilization	1	LS	710.40	710.40	1	2	710.40
					-			-
				TOTAL CHANGE ORDERS = \$ (23,626.67)		\$ 40,855.40		
				TOTAL CONTRACT				
				& CHANGE ORDERS \$1,562,679.33		\$ 1,440,446.09		

MEMO

Date: December 12, 2022
To: Mayor Steve Karsjen & City Council
Chelsea Huisman, City Manager
From: Kathleen Connor, City Engineering Representative
Subject: Street Naming Policy and Changing the name of two existing streets

BACKGROUND:

The street naming convention and address grid covering the City of Polk City was developed some time ago, before the city had grown north of NW Hugg Drive or E. Madison Drive. The names of new streets were approved by Council at the time of final plat approval, typically in accordance with the developer's request. Nearly all streets were given a name rather than a number.

With the development beginning to occur on the north side of the city, it became apparent a street naming policy was necessary. Snyder & Associates worked with the Police Chief Siepker and Fire Chief Mitchell to develop an updated street naming and address grid system. Staff determined that in future developments all north/south streets would be numbered and east/west streets would be named. However, it became apparent that using the N. or S. prefix for numbered streets would create duplicate street names as the city continues to grow. (For example, Four Seasons Polk City would have included a N 10th Street on the west side of N. 3rd Street and Big Creek Commons would also have included a N 10th Street but on the east side of N. 3rd Street.) To avoid street name duplication and/or confusion, staff recommends the north/south numbered streets on the east side of N. 3rd Street include the prefix of "N.E." and the north/south numbered streets on the west side of N. 3rd Street include the prefix of "N.W." in the name.

While applying this new street-naming policy across the city, it was determined that two existing streets, N. 6th Street and S. 14th Street, should be renamed in order to comply and eliminate confusion. Because S 3rd runs on a diagonal near the square, it does not appear there will ever be a S.W. 1st, 2nd, 4th or 5th, therefore there should be no need to change the prefix on S. 1st, 2nd, 3rd, 4th, or 5th Streets.

ALTERNATIVES:

Approve the proposed Resolution approving a street name change.
Do not approve the proposed Resolution approving a street name change.

RECOMMENDATION:

Staff recommends City Council approval of the Resolution approving a street name change so the existing streets will conform to the new street naming policy.

RESOLUTION NO. 2022-162

**A RESOLUTION APPROVING STREET NAME CHANGES
WITHIN THE CORPORATE LIMITS OF POLK CITY,
IOWA.**

WHEREAS, it is believed to be in the best interest of the City to create a new street name/addressing system utilizing N 3rd Street as the east/west dividing line and Broadway as the north/south dividing line; and

WHEREAS, north/south streets will be numbered streets with NE/SE as the designation on the east side of N. 3rd Street and NW/SW as the designation on the west side of N. 3rd Street; and

WHEREAS, Polk City Municipal Code Section 139.02 allows for the renaming of streets by Resolution; and

WHEREAS, the City Council of the City of Polk City, Iowa desires to change the name of the following streets:

N. 6th Street to N.E. 6th Street

S. 14th Street to S.E. 14th Street.

NOW, THEREFORE BE IT RESOLVED, the City Council of the City of Polk City, Iowa, hereby changes the name of two streets within the corporate limits of Polk City, Iowa as defined herein effective March 1, 2023.

PASSED AND APPROVED, this 14th day of December 2022.

Steve Karsjen, Mayor

ATTEST:

Jenny Coffin, City Clerk



City of Polk City, Iowa City Council Agenda Communication

Date: December 14, 2022 City Council Meeting
To: Mayor Steve Karsjen & City Council
From: Chelsea Huisman, City Manager

Subject: Authorization to apply for Surface Transportation Block Grant

BACKGROUND: For your consideration is a resolution to apply for STBG funds for FY26-27. The City's Capital Improvement Plan has not yet been completed for FY2027, however, I have been working with Snyder & Associates to identify priority projects that would meet scoring criteria for STBG funding. Our recommendation for the application funding period in FY2027 is to address the intersection at 3rd Street and Broadway. Snyder & Associates is recommending re-striping of all four legs of the intersection and installation of a traffic signal at the intersection. The estimated cost for FY2027 is \$445,000.

STBG requires the local government to commit to 20% of the total project costs to the project. The City's contribution to this project is \$89,000. Although this is a match requirement, the city could also look for additional grant opportunities for a traffic signal.

ALTERNATIVES: Do not approve the authorization to apply

FINANCIAL CONSIDERATIONS: To apply for the grant the Council has to commit to 20%, which is \$89,000 of the total cost of the project. We will continue to look for additional grant funding opportunities, but with the application, we do need to commit to the 20% requirement. This intersection is one of the City's highest volume intersections, and we believe our application will be well received for this project.

RECOMMENDATION: It is my recommendation that the City Council authorize the application for STBG funds. The application is due January 6, 2023.

RESOLUTION NO. 2022-163

**A RESOLUTION GIVING AUTHORIZATION TO APPLY FOR SURFACE
TRANSPORTATION BLOCK GRANT**

WHEREAS, the City of Polk City is desirous to partner with the MPO to apply for funding from the Surface Transportation Block Grant program (STBG); and

WHEREAS, the STBG funding is intended for projects that preserve and improve the conditions and performance on public roadways and pedestrian/bicycle infrastructure; and

WHEREAS, the City of Polk City has identified a need to improve the intersection of 3rd Street and Broadway Street; and

WHEREAS, the program grant requires a commitment of a financial contribution of a local match at 20% of \$445,000 towards the implementation of the proposed project; and

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Polk City, Iowa to commit a local match of 20% (\$89,000) to the Surface Transportation Block Grant program for a future proposed project.

PASSED AND APPROVED the 14th day of December 2022.

Steve Karsjen, Mayor

Attest:

Jenny Coffin, City Clerk

Memorandum

To: Chelsea Huisman, City Manager, City of Polk City **Date:** December 9, 2022

From: Tim Crouch, P.E., PTOE
 Brady Gustafson, E.I.

CC: Travis Thornburgh, P.E.
 Kathleen Connor

RE: Broadway Street & 3rd Street Intersection Study
 Polk City, Iowa
 Project No.: 122.0001.01J

Snyder & Associates performed traffic counts, developed traffic forecasts, and performed traffic operations/warrant analyses to determine traffic control and lane configuration needs of the Broadway Street & 3rd Street intersection. This memorandum summarizes data collection, analyses, and recommendations.

For the purposes of all diagrams and labels regarding the Broadway St and 3rd St intersection, we have orientated 3rd St as North/South and Broadway St as East/West (North being in the upward direction in all cases).

Traffic Count Data

Intersection turning movement traffic counts were collected by Snyder & Associates on November 22, 2022 at the intersection of Broadway St & 3rd St. The 2022 AM and PM weekday peak hour turning movement volumes are shown in Figure 1. The full turning movement count data is included in the attachments .

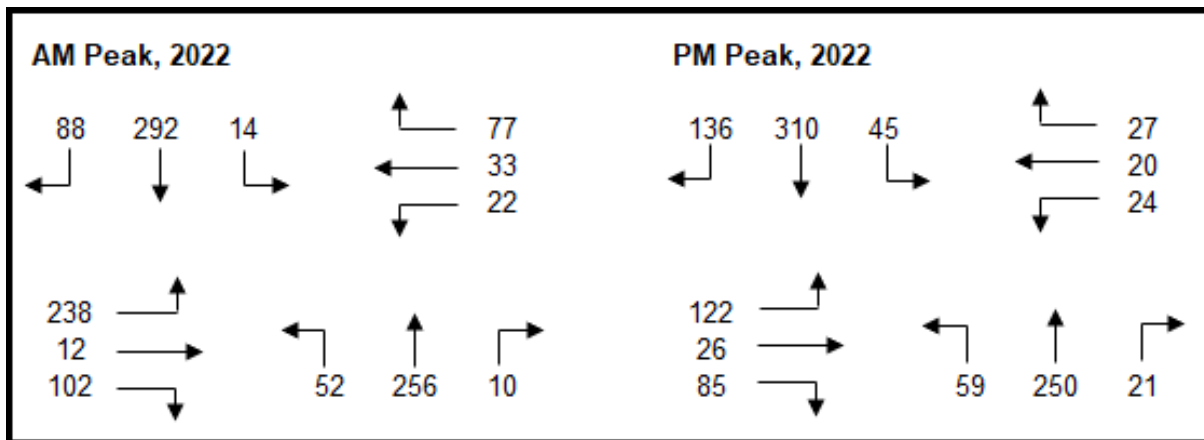


Figure 1. 2022 Peak Hour Traffic

Traffic Forecasts

Design year 2042 peak hour traffic forecasts for the study intersections were developed using the 2022 count data, forecasted traffic growth from previous traffic impact studies from the area, and engineering judgement. The estimated traffic growth used for this intersection study was 2.1% growth per year. The estimated 2042 AM and PM weekday peak hour turning movement volumes are shown in Figure 2.

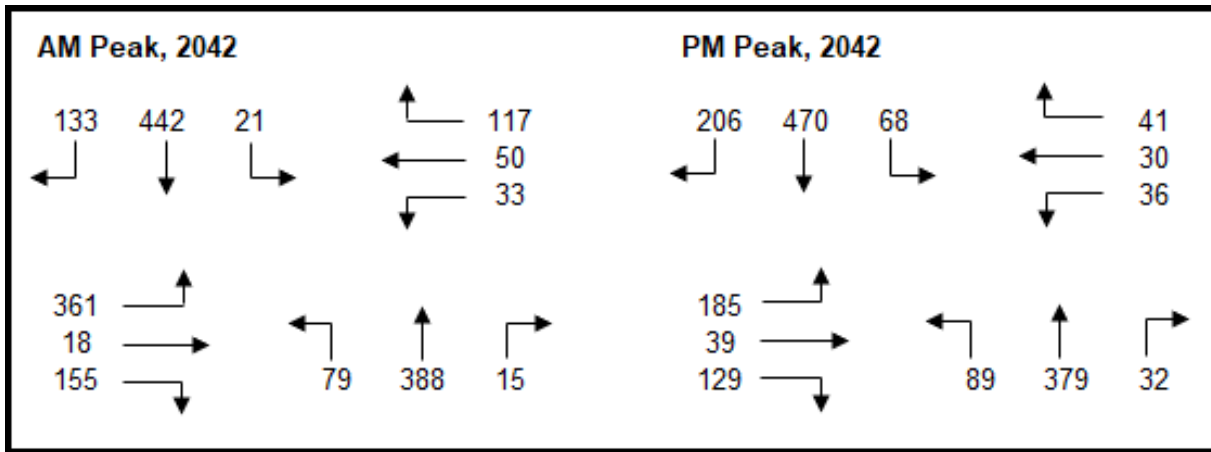


Figure 2: 2042 Peak Hour Traffic

Crash History

The crash history from 2017 through 2021 for the study intersection was reviewed using reported crash data obtained from Iowa DOT’s Iowa Crash Analysis Tool (ICAT). The review included the crash severity, crash type, major causes, driver demographics, time of day distribution, and the potential for crash reduction (PCR) number from the Iowa DOT.

There was a total of four crashes that occurred throughout the 5-year analyzed history, all with a severity of property damage only, with no consistency between the major causes.

The Iowa DOT uses a safety performance functions (SPF) methodology to prioritize high crash intersections in Iowa. “A safety performance function (SPF) is an equation used to predict the average number of crashes per year at a location as a function of exposure and, in some cases, roadway or intersection characteristics. Generally, SPFs more realistically demonstrate the relationship between crashes and traffic volume.”¹

The Broadway St and 3rd St intersection is classified under the All-Way Stop Control category and is shown to have a negligible PCR level for both the “All Crashes” category and “Severe Crash ” category. Having a negligible designation means the intersection has a safety performance as expected or better than expected in reference to crashes and safety. Crash data and PCR values are included in the attachments.

¹ Iowa DOT. Potential for Crash Reduction (PCR) of Intersections Study. Available online at: <https://iowadot.maps.arcgis.com/apps/MapSeries/index.html?appid=6920b9b36fa54caa90c25bd6dcd0c7e>

Signal Warrant Analysis

Traffic signal warrant analysis for the Broadway St & 3rd St intersection was performed based on the 2022 traffic count data. The analysis found that a traffic signal is warranted, showing Warrant 2, 4-hour volume criteria were met and Warrant 3B peak hour traffic volume criteria were met. It is expected that additional warrant criteria at this intersection will be met with continued traffic growth. Warrant analysis worksheets are included in the attachments.

Traffic Operations Analysis

Traffic analyses of existing (2022) and design year (2042) traffic conditions were performed using *Synchro 11* traffic analysis software to determine average delays and levels of service (LOS). Highway Capacity Manual 2010 (HCM 2010) analysis methods were used for unsignalized analysis, while *Synchro 11* analysis was used for the signalized intersections. The LOS definitions for unsignalized and signalized intersections are defined in Table 1. LOS C is often a design goal, while LOS D is usually considered the minimum acceptable operations.

Analysis scenarios included all-way stop control and traffic signals for both 2022 and 2042 traffic conditions. Analyses included intersection lane configurations shown in Figure 3. The existing intersection lane configuration was used in the analysis of the all-way stop for both the 2022 and 2042 analysis. For the signalized analysis, the lane configurations were changed to a left turn lane and thru/right shared lane for all approaches to the intersection. The left turn lanes are included in the design year analysis to improve the traffic signal operations and reduce delays and queuing for all approaches.

Analyses assumed optimized traffic signal timings and uncoordinated signal operations. Capacity analysis results for all scenarios are summarized in Table 2 and queue length analysis results for the design year are summarized in Table 3. Traffic operations analysis results sheets are included in the attachments.

Table 1. Level of Service (LOS) Definition

LOS	Average Delay per Vehicle (sec)	
	Unsignalized Intersection	Signalized Intersection
A	Less than 10	Less than 10
B	10-15	10-20
C	15-25	20-35
D	25-35	35-55
E	35-50	55-80
F	Greater than 50	Greater than 80

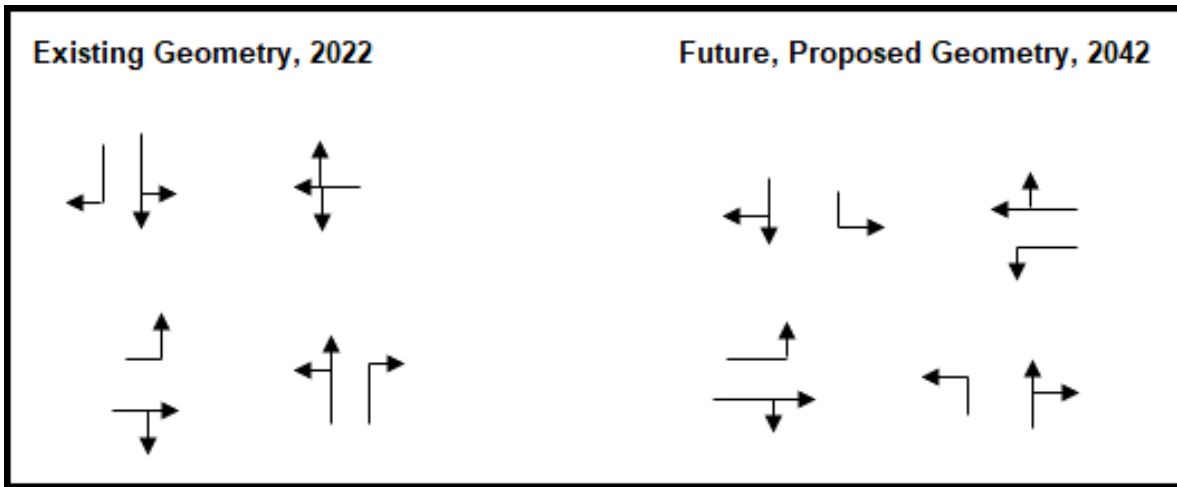


Figure 3. Study Intersection Geometry for Traffic Analysis

Table 2: Traffic Capacity Analysis Results Summary

Scenario	Intersection	Control Type	Approach	AM Peak			PM Peak		
				Volume	Delay (sec/veh)	LOS	Volume	Delay (sec/veh)	LOS
2022 - Existing Geometry	Broadway St & 3rd St	AWSC	Northbound	318	24.7	C	330	18.6	C
			Southbound	394	20.6	C	491	18.2	C
			Eastbound	352	18.0	C	233	12.4	B
			Westbound	132	14.6	B	72	12.0	B
			Intersection Total	1196	20.3	C	1126	16.7	C
2042 - Existing Geometry	Broadway St & 3rd St	AWSC	Northbound	482	165.4	F	499	96.0	F
			Southbound	596	124.7	F	744	109.1	F
			Eastbound	534	64.9	F	353	18.7	C
			Westbound	200	29.6	D	107	17.1	C
			Intersection Total	1812	107.4	F	1703	80.8	F
2022 - Proposed Geometry	Broadway St & 3rd St	Signal	Northbound	318	13.0	B	330	12.9	B
			Southbound	394	16.2	B	491	17.6	B
			Eastbound	352	9.7	A	233	7.3	A
			Westbound	132	5.0	A	72	6.6	A
			Intersection Total	1196	12.2	B	1126	13.4	B
2042 - Proposed Geometry	Broadway St & 3rd St	Signal	Northbound	482	16.7	B	499	18.7	B
			Southbound	596	28.4	C	744	22.9	C
			Eastbound	534	21.7	C	353	12.5	A
			Westbound	200	5.3	A	107	10.1	A
			Intersection Total	1812	20.8	C	1703	18.7	B

Table 3. Queue Length (95th percentile) Summary for Existing 2022 and Projected 2045 Traffic (in feet)

Intersection	Control	Lane Group	AM Peak	PM Peak
Broadway St & 3 rd St (2022)	AWSC	NB Left/Thru	104	82
		NB Right	2	2
		SB Left/Thru	98	102
		SB Right	12	18
		EB Left	70	52
		EB Thru/Right	18	36
		WB L/T/R	26	24
Broadway St & 3 rd St (2042)	AWSC	NB Left/Thru	422	330
		NB Right	2	4
		SB Left/Thru	396	448
		SB Right	28	42
		EB Left	240	52
		EB Thru/Right	42	36
		WB L/T/R	72	24
Broadway St & 3 rd St (2022)	Signal	NB Left	28	34
		NB Thru/Right	95	96
		SB Left	10	23
		SB Thru/Right	135	163
		EB Left	102	50
		EB Thru/Right	24	26
		WB Left	14	14
		WB Thru/Right	27	17
Broadway St & 3 rd St (2042)	Signal	NB Left	#65	#100
		NB Thru/Right	153	160
		SB Left	14	35
		SB Thru/Right	#297	#390
		EB Left	#217	109
		EB Thru/Right	30	47
		WB Left	18	27
		WB Thru/Right	36	32

= 95th percentile volume exceeds capacity, queue may be longer

Recommendations

Based on analyses performed, the following recommendations are provided:

- Signalize the Broadway St & 3rd St intersection.
- Modify existing pavement markings to provide left turn lanes at all approaches.
 - Recommended study intersection turn lanes and turn lane lengths are shown in Table 4.

Table 4. Existing and Recommended Minimum Turn Lane Lengths (in feet)

Intersection	Recommended Control Type	Lane	Existing	Recommended
Broadway St & 3 rd St	Signal	NB Left	-	100
		NB Right	30	-
		EB Left	150	150
		EB Right	-	-
		WB Left	-	100
		WB Right	-	-
		SB Left	-	100
SB Right	60	-		

- Proposed recommendations can be seen in Figure 4. The figure shows an aerial view created in Synchro that represents a concept of the proposed intersection geometry.

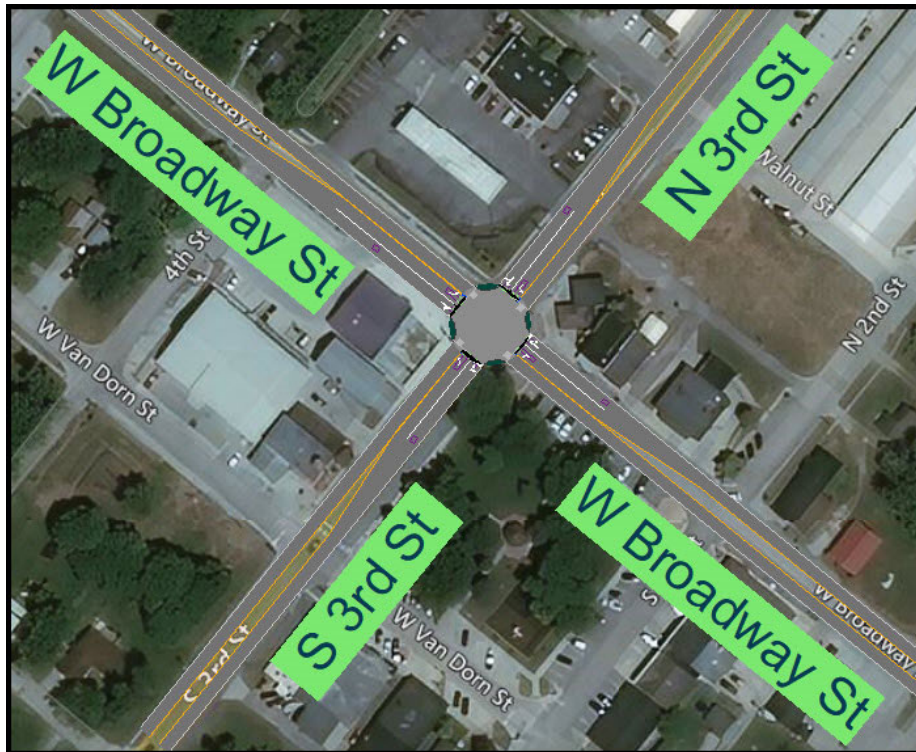


Figure 4: Proposed Recommendations

Order of Magnitude Cost Opinion

Order of magnitude construction cost opinions were prepared for each of the aspects of the intersection that would require alterations. The cost opinions are summarized in Table 5. Cost estimations were determined using information gathered from previous projects of similar scale and quantities.

Table 5. Order of Magnitude Cost Opinion Summary

Improvements	Cost
Traffic Signals	\$300,000
Sidewalk/Ramp Repair	\$30,000
Pavement Marking Removal & Installation	\$12,000
Total	\$342,000
Fiscal Year 2027 Total (assumed 4.5% inflation)	\$410,000

Potential Funding Sources

The Surface Transportation Block Grant (STBG) Program is a potential funding source. The program provides flexible funding that may be used by localities for transportation projects. The intent of the projects is to preserve and improve the conditions and performance on any federal-aid route. This program requires a minimum of 20 percent non-federal funding match. The STBG program is administered by the Des Moines Area Metropolitan Planning Organization (DMAMPO).

Eligibility for the program requires the projects to be on the federal-aid system and be consistent with the goals of the MPO's *Mobilizing Tomorrow* plan. The project must be listed in the plan unless it primarily:

- Maintains and optimizes the transportation system
- Addresses deficient or obsolete bridges
- Focuses on multi-modal transportation

This project would satisfy the above criteria, however, it is not likely to score well enough on the STBG scoring criteria to compete with other projects. The performance measure evaluation criteria for the FFY2026 application cycle is included in the attachments. The STBG guidelines and scoring criteria for FFY2027 is not yet available on the DMAMPO website. The main evaluation criteria include: Base Score by Application Category, Transportation Infrastructure and Services are Well-managed and Optimized, Enhance Multimodal Transportation Opportunities, Improve the Region's Environmental Health, and Further the Health, Safety, and Well-being of all residents in the region.

This intersection project would most likely score points under the Base Score for the category of “System Optimization”. However, it is likely to receive few points under the other evaluation categories. Additionally, the MPO will place primary emphasis on region-wide transportation system improvement needs as identified in the *Mobilizing Tomorrow* plan. The improvements recommended for the Broadway St/3rd St intersection are more of a local transportation improvement and would not satisfy this emphasis area.

Alternatively, funding for traffic safety improvements on public roads under county, city, or state jurisdiction may be available through the Iowa DOT Traffic Safety Improvement Program (TSIP). The application deadline for TSIP funding is August 15th of each year. This project would be best suited for the “Traffic Control Devices” (TCD) category of the TSIP. The TCD category funding covers the cost of the equipment, which is approximately half of the project cost. The TCD category funding is \$500,000 per year. Application forms are available from the Iowa DOT, and the application is submitted to the Iowa DOT Traffic and Safety Bureau. More information can be found at: <https://iowadot.gov/traffic/traffic-and-safety-programs/tsip/tsip-program>

Further information on potential funding sources is available on the Iowa DOT website at: https://iowadot.gov/pol_leg_services/Funding-Guide.pdf

Attachments

- Turning Movement Traffic Counts
- ICAT Crash Data and PCR Values
- MUTCD Traffic Signal Warrant Worksheets
- Synchro 11/HCM 2010 Analysis Results Sheets
- DMAMPO FFY2026 STBG Performance Measure Evaluation Criteria



Snyder & Associates

2727 SW Snyder Blvd

Ankeny, IA 50023

W Broadway St & N 3rd St
 Broadway & 3rd St Intersection Study
 Polk City, IA
 122.0001.01J

File Name : CNT-TMC_Broadway-3rd_2022-11-22
 Site Code :
 Start Date : 11/22/2022
 Page No : 1

Groups Printed- Cars - Heavy Vehicles

Start Time	N 3rd St From North					W Broadway St From East					S 3rd St From South					W Broadway St From West					Int. Total
	L	T	R	Peds	App. Total	L	T	R	Peds	App. Total	L	T	R	Peds	App. Total	L	T	R	Peds	App. Total	
Factor	1.0	1.0	1.0	1.0		1.0	1.0	1.0	1.0		1.0	1.0	1.0	1.0		1.0	1.0	1.0	1.0		
06:00 AM	0	31	1	0	32	1	0	0	0	1	4	19	0	0	23	4	1	13	0	18	74
06:15 AM	0	23	5	0	28	2	2	2	0	6	3	23	4	0	30	9	0	13	0	22	86
06:30 AM	0	63	3	0	66	3	7	6	0	16	3	36	3	0	42	17	8	24	0	49	173
06:45 AM	2	69	6	0	77	2	1	6	0	9	12	45	7	0	64	22	4	17	0	43	193
Total	2	186	15	0	203	8	10	14	0	32	22	123	14	0	159	52	13	67	0	132	526
07:00 AM	1	67	11	0	79	4	2	15	0	21	6	46	6	0	58	15	2	12	0	29	187
07:15 AM	2	73	15	0	90	6	7	17	0	30	10	66	3	0	79	39	3	25	0	67	266
07:30 AM	2	80	10	0	92	3	7	23	0	33	15	65	3	0	83	67	0	34	0	101	309
07:45 AM	5	68	24	0	97	4	9	27	0	40	17	74	1	0	92	53	2	21	0	76	305
Total	10	288	60	0	358	17	25	82	0	124	48	251	13	0	312	174	7	92	0	273	1067
08:00 AM	5	71	39	0	115	9	10	10	0	29	10	51	3	0	64	79	7	22	0	108	316
08:15 AM	9	80	34	0	123	4	4	7	0	15	11	47	3	0	61	22	4	26	0	52	251
08:30 AM	6	45	15	0	66	2	3	2	0	7	11	33	3	0	47	16	2	18	0	36	156
08:45 AM	3	35	8	0	46	2	1	4	0	7	2	37	5	0	44	22	0	11	0	33	130
Total	23	231	96	0	350	17	18	23	0	58	34	168	14	0	216	139	13	77	0	229	853
09:00 AM	1	39	11	0	51	4	4	0	0	8	5	36	0	0	41	10	1	12	0	23	123
09:15 AM	3	46	9	0	58	4	2	6	0	12	10	48	1	0	59	19	3	12	0	34	163
09:30 AM	2	40	13	0	55	4	3	6	0	13	12	31	2	0	45	14	2	14	2	32	145
09:45 AM	0	35	9	0	44	3	2	1	1	7	9	40	1	0	50	19	1	18	0	38	139
Total	6	160	42	0	208	15	11	13	1	40	36	155	4	0	195	62	7	56	2	127	570
10:00 AM	2	32	8	0	42	2	2	4	1	9	6	29	3	0	38	11	4	15	0	30	119
10:15 AM	3	35	6	0	44	3	4	6	0	13	8	39	2	0	49	8	1	13	0	22	128
10:30 AM	3	30	13	0	46	2	2	4	0	8	7	40	2	0	49	12	7	14	0	33	136
10:45 AM	3	47	7	1	58	1	5	5	0	11	10	42	3	0	55	14	0	16	0	30	154
Total	11	144	34	1	190	8	13	19	1	41	31	150	10	0	191	45	12	58	0	115	537
11:00 AM	2	44	14	1	61	6	6	3	1	16	19	32	5	0	56	14	3	13	0	30	163
11:15 AM	8	33	11	0	52	5	1	5	2	13	17	40	5	0	62	25	5	16	0	46	173
11:30 AM	3	38	15	0	56	1	5	4	0	10	11	42	1	0	54	12	3	11	0	26	146
11:45 AM	4	43	15	0	62	2	3	8	0	13	11	37	4	0	52	11	4	10	0	25	152
Total	17	158	55	1	231	14	15	20	3	52	58	151	15	0	224	62	15	50	0	127	634
12:00 PM	5	37	11	0	53	4	5	5	0	14	15	27	2	0	44	9	0	16	0	25	136
12:15 PM	5	35	17	0	57	5	2	4	3	14	8	43	4	0	55	13	3	6	0	22	148
12:30 PM	8	45	12	0	65	2	4	2	0	8	11	36	3	0	50	10	4	24	0	38	161
12:45 PM	3	40	10	0	53	2	2	4	0	8	10	36	3	0	49	8	4	18	0	30	140
Total	21	157	50	0	228	13	13	15	3	44	44	142	12	0	198	40	11	64	0	115	585
01:00 PM	3	35	15	0	53	4	6	6	2	18	12	34	7	0	53	19	4	16	0	39	163
01:15 PM	5	42	16	0	63	3	1	5	0	9	7	32	2	0	41	14	1	10	0	25	138
01:30 PM	11	52	10	0	73	3	5	8	0	16	13	40	3	0	56	13	2	12	0	27	172
01:45 PM	8	42	10	0	60	3	2	5	3	13	9	31	1	0	41	16	5	11	0	32	146
Total	27	171	51	0	249	13	14	24	5	56	41	137	13	0	191	62	12	49	0	123	619
02:00 PM	4	57	15	0	76	5	4	4	2	15	12	49	4	0	65	9	2	14	0	25	181
02:15 PM	2	52	16	0	70	3	4	9	1	17	15	45	7	1	68	11	3	13	0	27	182
02:30 PM	2	48	15	0	65	4	8	4	1	17	16	34	3	0	53	11	5	14	0	30	165
02:45 PM	7	53	15	0	75	2	8	8	0	18	15	45	2	0	62	15	4	11	0	30	185
Total	15	210	61	0	286	14	24	25	4	67	58	173	16	1	248	46	14	52	0	112	713
03:00 PM	6	38	22	0	66	7	8	8	0	23	36	54	1	0	91	12	3	11	0	26	206



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	L	T	R	Peds	App. Total	L	T	R	Peds	App. Total	L	T	R	Peds	App. Total	L	T	R	Peds	App. Total	
Factor	1.0	1.0	1.0	1.0		1.0	1.0	1.0	1.0		1.0	1.0	1.0	1.0		1.0	1.0	1.0	1.0		
03:15 PM	6	60	38	0	104	8	3	8	0	19	11	51	8	0	70	47	8	25	0	80	273
03:30 PM	16	104	53	0	173	2	2	7	0	11	15	56	3	0	74	22	3	16	0	41	299
03:45 PM	15	73	21	0	109	4	7	5	0	16	16	67	8	0	91	30	8	22	0	60	276
Total	43	275	134	0	452	21	20	28	0	69	78	228	20	0	326	111	22	74	0	207	1054
04:00 PM	8	73	24	0	105	10	8	7	1	26	17	76	2	0	95	23	7	22	0	52	278
04:15 PM	11	53	19	4	87	4	9	8	0	21	20	76	1	0	97	24	9	19	0	52	257
04:30 PM	10	63	26	0	99	5	10	7	1	23	29	73	3	2	107	16	1	20	0	37	266
04:45 PM	8	77	16	0	101	4	7	6	0	17	21	82	4	0	107	18	7	19	0	44	269
Total	37	266	85	4	392	23	34	28	2	87	87	307	10	2	406	81	24	80	0	185	1070
05:00 PM	8	83	29	0	120	3	3	5	0	11	20	87	7	0	114	16	7	21	0	44	289
05:15 PM	12	52	18	0	82	1	8	12	0	21	28	67	5	0	100	15	5	20	1	41	244
05:30 PM	12	55	27	0	94	6	8	10	0	24	22	77	4	0	103	25	8	17	1	51	272
05:45 PM	13	57	23	1	94	4	7	4	0	15	18	51	4	0	73	13	6	16	0	35	217
Total	45	247	97	1	390	14	26	31	0	71	88	282	20	0	390	69	26	74	2	171	1022
06:00 PM	4	47	12	0	63	5	7	7	0	19	14	61	6	0	81	18	3	14	0	35	198
06:15 PM	6	31	16	0	53	2	5	6	0	13	18	40	5	0	63	8	0	12	0	20	149
06:30 PM	4	26	12	0	42	3	3	4	0	10	18	37	3	0	58	6	4	7	0	17	127
06:45 PM	4	16	6	0	26	0	8	2	0	10	9	21	3	0	33	3	6	13	0	22	91
Total	18	120	46	0	184	10	23	19	0	52	59	159	17	0	235	35	13	46	0	94	565
Grand Total	275	2613	826	7	3721	187	246	341	19	793	684	2426	178	3	3291	978	189	839	4	2010	9815
Apprch %	7.4	70.2	22.2	0.2		23.6	31	43	2.4		20.8	73.7	5.4	0.1		48.7	9.4	41.7	0.2		
Total %	2.8	26.6	8.4	0.1	37.9	1.9	2.5	3.5	0.2	8.1	7	24.7	1.8	0	33.5	10	1.9	8.5	0	20.5	
Cars	271	2537	790	3	3601	183	241	337	19	780	662	2345	173	3	3183	935	189	815	3	1942	9506
% Cars	98.5	97.1	95.6	42.9	96.8	97.9	98	98.8	100	98.4	96.8	96.7	97.2	100	96.7	95.6	100	97.1	75	96.6	96.9
Heavy Vehicles	4	76	36	4	120	4	5	4	0	13	22	81	5	0	108	43	0	24	1	68	309
% Heavy Vehicles	1.5	2.9	4.4	57.1	3.2	2.1	2	1.2	0	1.6	3.2	3.3	2.8	0	3.3	4.4	0	2.9	25	3.4	3.1



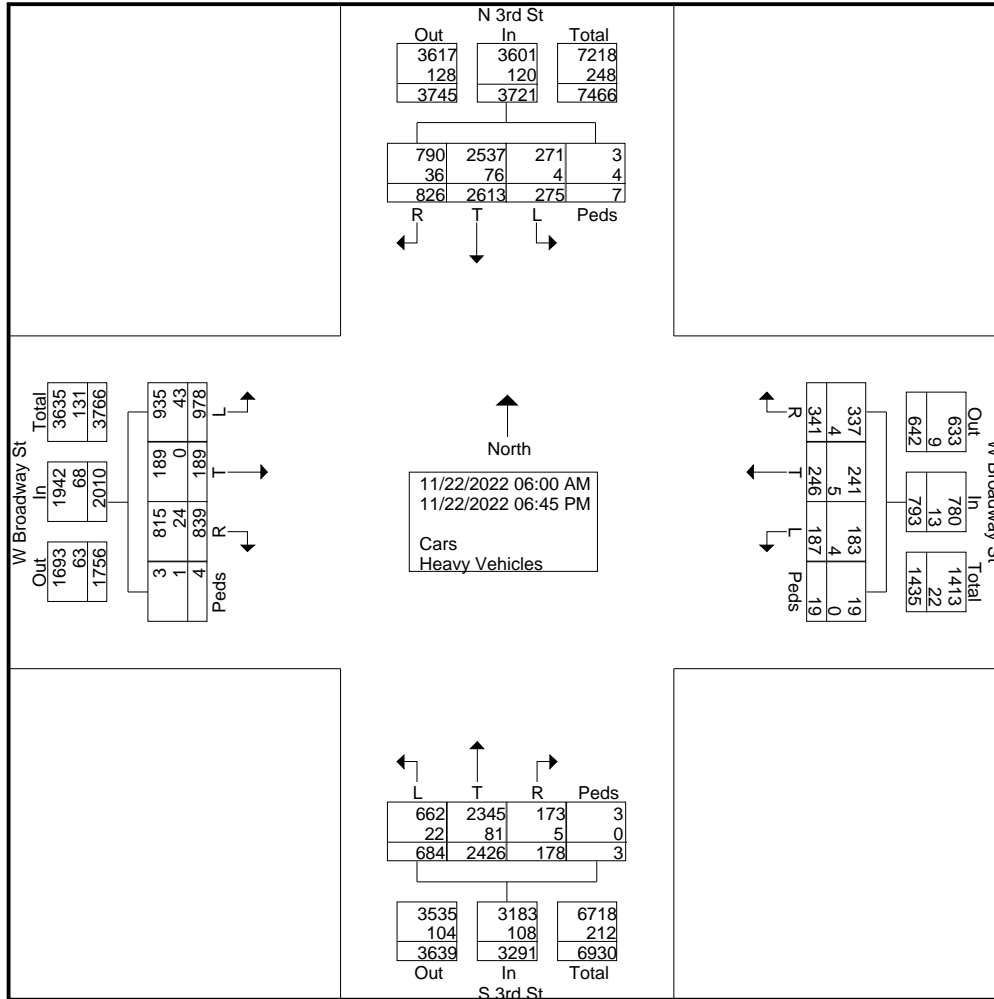
Snyder & Associates

2727 SW Snyder Blvd

Ankeny, IA 50023

W Broadway St & N 3rd St
 Broadway & 3rd St Intersection Study
 Polk City, IA
 122.0001.01J

File Name : CNT-TMC_Broadway-3rd_2022-11-22
 Site Code :
 Start Date : 11/22/2022
 Page No : 3





Snyder & Associates

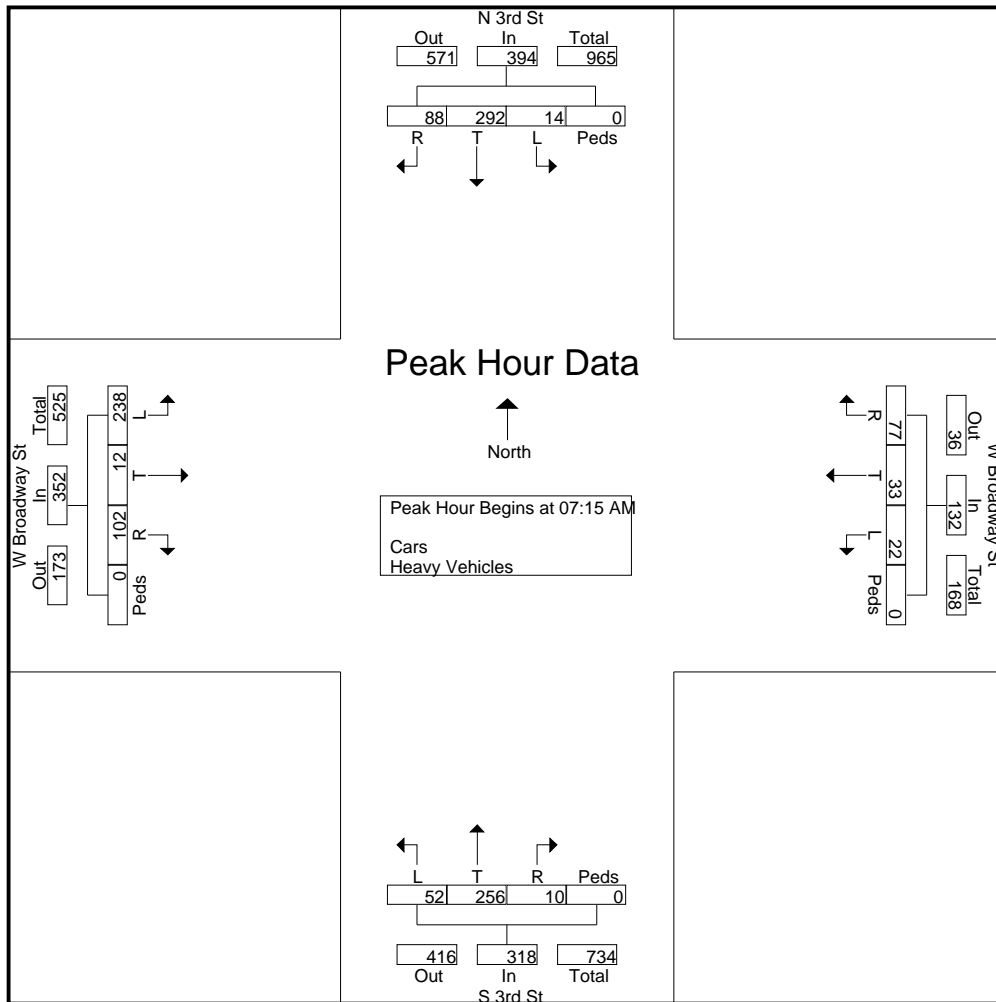
2727 SW Snyder Blvd

Ankeny, IA 50023

W Broadway St & N 3rd St
 Broadway & 3rd St Intersection Study
 Polk City, IA
 122.0001.01J

File Name : CNT-TMC_Broadway-3rd_2022-11-22
 Site Code :
 Start Date : 11/22/2022
 Page No : 4

Start Time	N 3rd St From North					W Broadway St From East					S 3rd St From South					W Broadway St From West					Int. Total
	L	T	R	Peds	App. Total	L	T	R	Peds	App. Total	L	T	R	Peds	App. Total	L	T	R	Peds	App. Total	
Peak Hour Analysis From 06:00 AM to 09:45 AM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 07:15 AM																					
07:15 AM	2	73	15	0	90	6	7	17	0	30	10	66	3	0	79	39	3	25	0	67	266
07:30 AM	2	80	10	0	92	3	7	23	0	33	15	65	3	0	83	67	0	34	0	101	309
07:45 AM	5	68	24	0	97	4	9	27	0	40	17	74	1	0	92	53	2	21	0	76	305
08:00 AM	5	71	39	0	115	9	10	10	0	29	10	51	3	0	64	79	7	22	0	108	316
Total Volume	14	292	88	0	394	22	33	77	0	132	52	256	10	0	318	238	12	102	0	352	1196
% App. Total	3.6	74.1	22.3	0		16.7	25	58.3	0		16.4	80.5	3.1	0		67.6	3.4	29	0		
PHF	.700	.913	.564	.000	.857	.611	.825	.713	.000	.825	.765	.865	.833	.000	.864	.753	.429	.750	.000	.815	.946





Snyder & Associates

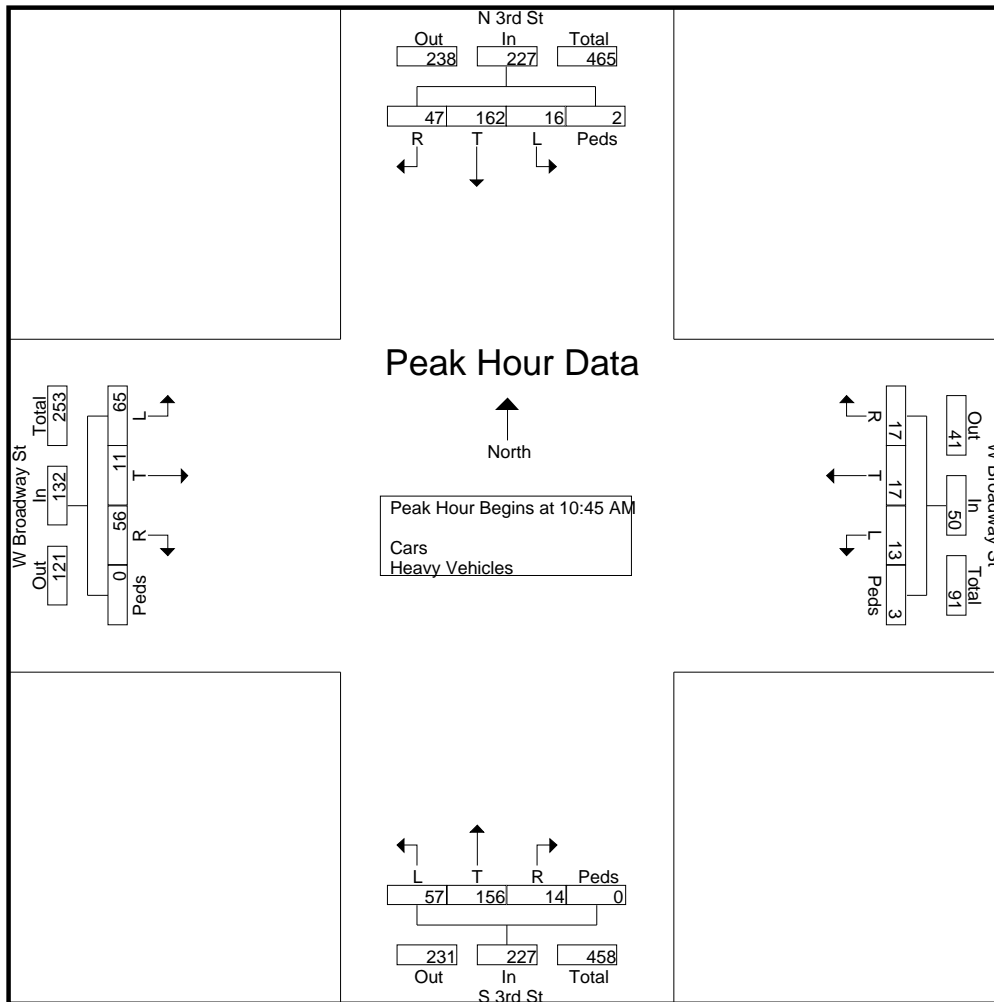
2727 SW Snyder Blvd

Ankeny, IA 50023

W Broadway St & N 3rd St
 Broadway & 3rd St Intersection Study
 Polk City, IA
 122.0001.01J

File Name : CNT-TMC_Broadway-3rd_2022-11-22
 Site Code :
 Start Date : 11/22/2022
 Page No : 5

Start Time	N 3rd St From North					W Broadway St From East					S 3rd St From South					W Broadway St From West					Int. Total
	L	T	R	Peds	App. Total	L	T	R	Peds	App. Total	L	T	R	Peds	App. Total	L	T	R	Peds	App. Total	
Peak Hour Analysis From 10:00 AM to 01:45 PM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 10:45 AM																					
10:45 AM	3	47	7	1	58	1	5	5	0	11	10	42	3	0	55	14	0	16	0	30	154
11:00 AM	2	44	14	1	61	6	6	3	1	16	19	32	5	0	56	14	3	13	0	30	163
11:15 AM	8	33	11	0	52	5	1	5	2	13	17	40	5	0	62	25	5	16	0	46	173
11:30 AM	3	38	15	0	56	1	5	4	0	10	11	42	1	0	54	12	3	11	0	26	146
Total Volume	16	162	47	2	227	13	17	17	3	50	57	156	14	0	227	65	11	56	0	132	636
% App. Total	7	71.4	20.7	0.9		26	34	34	6		25.1	68.7	6.2	0		49.2	8.3	42.4	0		
PHF	.500	.862	.783	.500	.930	.542	.708	.850	.375	.781	.750	.929	.700	.000	.915	.650	.550	.875	.000	.717	.919





Snyder & Associates

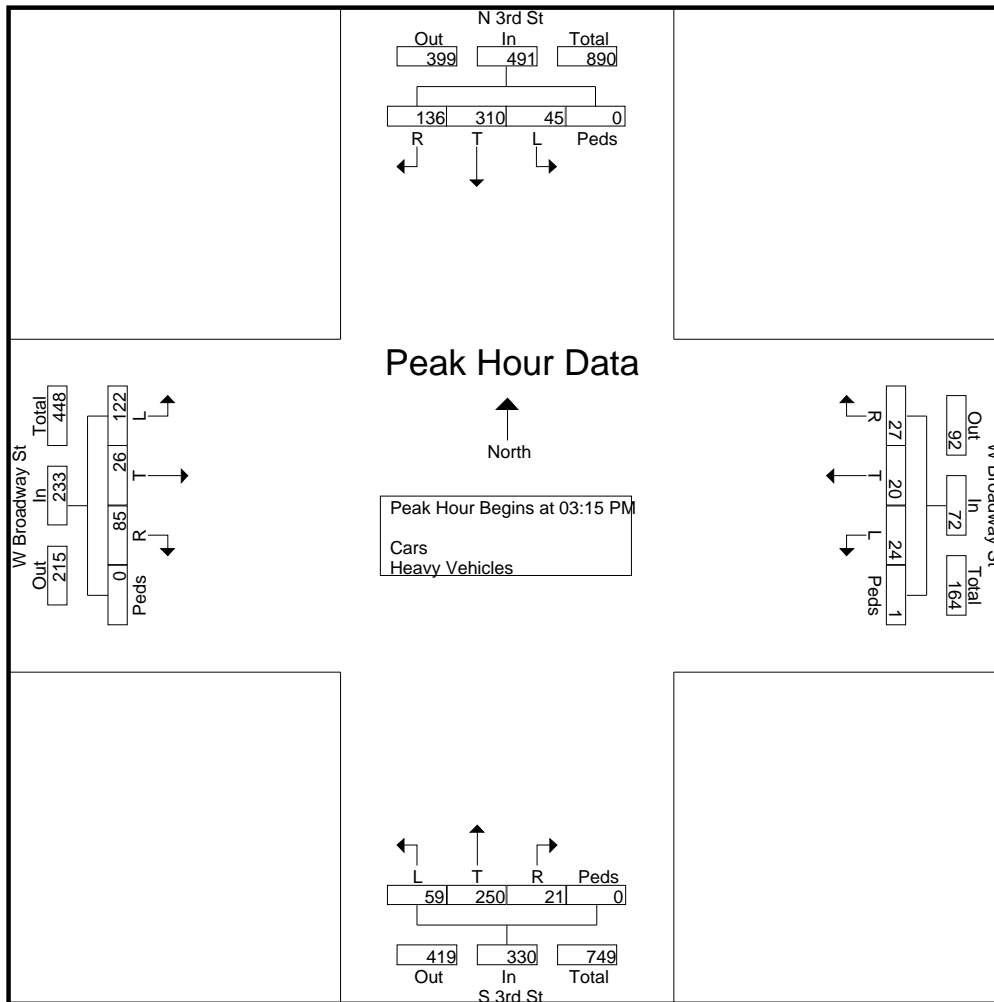
2727 SW Snyder Blvd

Ankeny, IA 50023

W Broadway St & N 3rd St
 Broadway & 3rd St Intersection Study
 Polk City, IA
 122.0001.01J

File Name : CNT-TMC_Broadway-3rd_2022-11-22
 Site Code :
 Start Date : 11/22/2022
 Page No : 6

Start Time	N 3rd St From North					W Broadway St From East					S 3rd St From South					W Broadway St From West					Int. Total
	L	T	R	Peds	App. Total	L	T	R	Peds	App. Total	L	T	R	Peds	App. Total	L	T	R	Peds	App. Total	
Peak Hour Analysis From 02:00 PM to 06:45 PM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 03:15 PM																					
03:15 PM	6	60	38	0	104	8	3	8	0	19	11	51	8	0	70	47	8	25	0	80	273
03:30 PM	16	104	53	0	173	2	2	7	0	11	15	56	3	0	74	22	3	16	0	41	299
03:45 PM	15	73	21	0	109	4	7	5	0	16	16	67	8	0	91	30	8	22	0	60	276
04:00 PM	8	73	24	0	105	10	8	7	1	26	17	76	2	0	95	23	7	22	0	52	278
Total Volume	45	310	136	0	491	24	20	27	1	72	59	250	21	0	330	122	26	85	0	233	1126
% App. Total	9.2	63.1	27.7	0		33.3	27.8	37.5	1.4		17.9	75.8	6.4	0		52.4	11.2	36.5	0		
PHF	.703	.745	.642	.000	.710	.600	.625	.844	.250	.692	.868	.822	.656	.000	.868	.649	.813	.850	.000	.728	.941





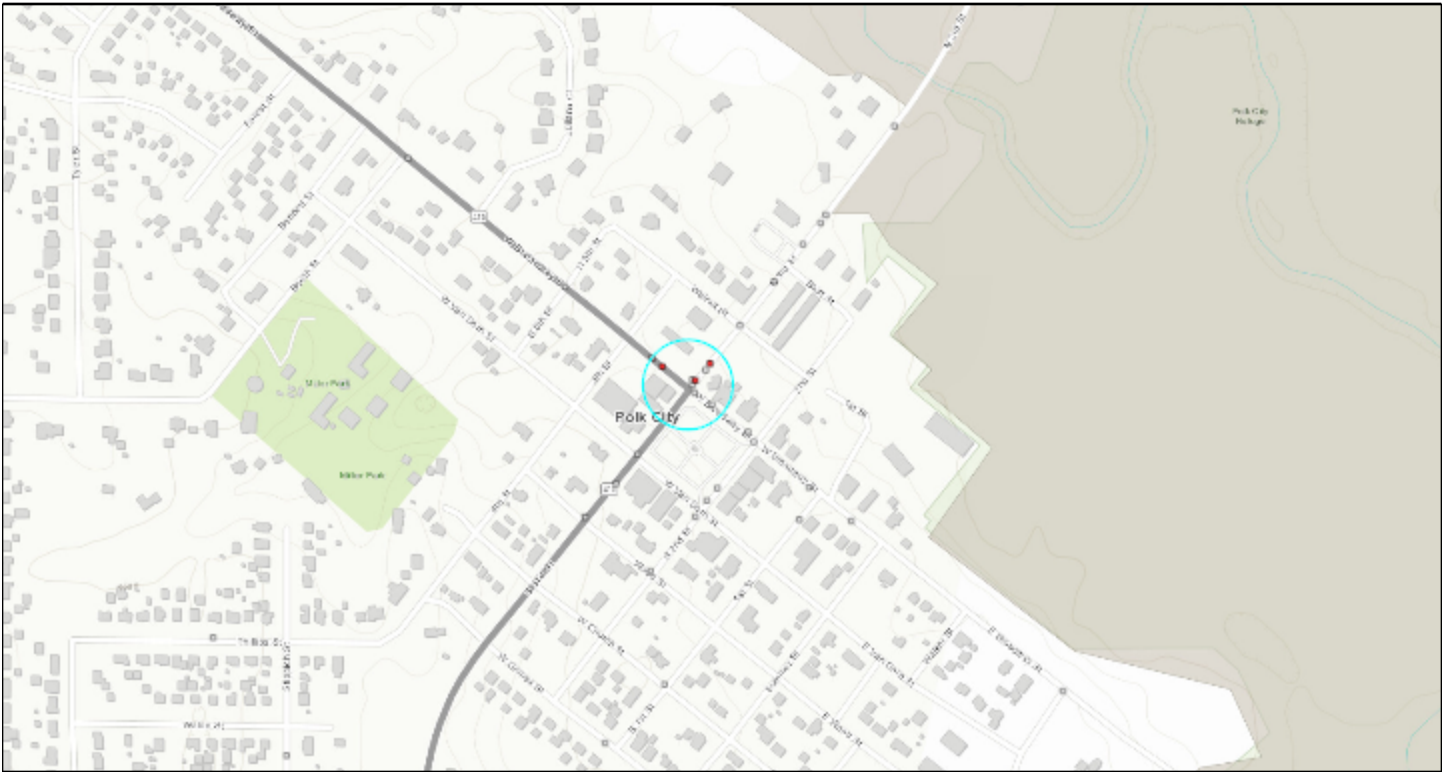
Iowa Crash Analysis Tool
Quick Report
2017-2021

Crash Severity	4
Fatal Crash	0
Suspected Serious Injury Crash	0
Suspected Minor Injury Crash	0
Possible/Unknown Injury Crash	0
Property Damage Only	4

Injury Status Summary	0
Fatalities	0
Suspected serious/incapacitating	0
Suspected minor/non-incapacitating	0
Possible (complaint of pain/injury)	0
Unknown	0

Property/Vehicles/Occupants	
Property Damage Total (dollars):	14,550.00
Average (per crash dollars):	3,637.50
Total Vehicles:	8.00
Average (per crash):	2.00
Total Occupants:	12.00
Average (per crash):	3.00

Average Severity	
Fatalities/Fatal Crash:	0.00
Fatalities/Crash:	0.00
Injuries/Crash:	0.00
Major Injuries/Crash:	0.00
Minor Injuries/Crash:	0.00
Possible/Unknown Injuries/Crash:	0.00





Iowa Crash Analysis Tool
Quick Report
2017-2021

Major Cause			4
Animal	0	Ran traffic signal	0
Ran stop sign	0	Failed to yield to emergency vehicle	0
FTYROW: At uncontrolled intersection	0	FTYROW: Making right turn on red signal	0
FTYROW: From stop sign	0	FTYROW: From yield sign	0
FTYROW: Making left turn	0	FTYROW: From driveway	1
FTYROW: From parked position	0	FTYROW: To pedestrian	0
FTYROW: Other	0	Drove around RR grade crossing gates	0
Disregarded RR Signal	0	Crossed centerline (undivided)	0
Crossed median (divided)	0	Traveling wrong way or on wrong side of road	0
Aggressive driving/road rage	0	Driving too fast for conditions	0
Exceeded authorized speed	0	Improper or erratic lane changing	0
Operating vehicle in an reckless, erratic, ca...	1	Followed too close	1
Passing: On wrong side	0	Passing: Where prohibited by signs/markings	0
Passing: With insufficient distance/inadequa...	0	Passing: Through/around barrier	0
Passing: Other passing	0	Made improper turn	1
Driver Distraction: Manual operation of an e...	0	Driver Distraction: Talking on a hand-held d...	0
Driver Distraction: Talking on a hands free ...	0	Driver Distraction: Adjusting devices (radio...	0
Driver Distraction: Other electronic device ...	0	Driver Distraction: Passenger	0
Driver Distraction: Unrestrained animal	0	Driver Distraction: Reaching for object(s)/f...	0
Driver Distraction: Inattentive/lost in thou...	0	Driver Distraction: Other interior distracti...	0
Driver Distraction: Exterior distraction	0	Ran off road - right	0
Ran off road - straight	0	Ran off road - left	0
Lost control	0	Swerving/Evasive Action	0
Over correcting/over steering	0	Failed to keep in proper lane	0
Failure to signal intentions	0	Traveling on prohibited traffic way	0
Vehicle stopped on railroad tracks	0	Other: Vision obstructed	0
Other: Improper operation	0	Other: Disregarded warning sign	0
Other: Disregarded signs/road markings	0	Other: Illegal off-road driving	0
Downhill runaway	0	Separation of units	0
Towing improperly	0	Cargo/equipment loss or shift	0
Equipment failure	0	Oversized load/vehicle	0
Other: Getting off/out of vehicle	0	Failure to dim lights/have lights on	0
Improper backing	0	Improper starting	0
Illegally parked/unattended	0	Driving less than the posted speed limit	0
Operator inexperience	0	Other	0
Unknown	0	Not reported	0
Other: No improper action	0		



**Iowa Crash Analysis Tool
Quick Report
2017-2021**

Time of Day/Day of Week														
Day of Week	12 AM to 2 AM	2 AM to 4 AM	4 AM to 6 AM	6 AM to 8 AM	8 AM to 10 AM	10 AM to Noon	Noon to 2 PM	2 PM to 4 PM	4 PM to 6 PM	6 PM to 8 PM	8 PM to 10 PM	10 PM to 12 AM	Not reported	Total
Sunday	0	0	0	0	0	0	0	1	0	0	0	0	0	1
Monday	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Tuesday	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Wednesday	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Thursday	0	0	0	0	1	0	0	0	0	0	0	0	0	1
Friday	0	0	0	0	0	0	0	0	0	1	0	0	0	1
Saturday	0	0	0	0	1	0	0	0	0	0	0	0	0	1
Total	0	0	0	0	2	0	0	1	0	1	0	0	0	4

Manner of Crash Collision	4
Non-collision (single vehicle)	0
Head-on (front to front)	0
Rear-end (front to rear)	2
Angle, oncoming left turn	1
Broadside (front to side)	0
Sideswipe, same direction	1
Sideswipe, opposite direction	0
Rear to rear	0
Rear to side	0
Not reported	0
Other	0
Unknown	0

Surface Conditions	4
Dry	4
Wet	0
Ice/frost	0
Snow	0
Slush	0
Mud, dirt	0
Water (standing or moving)	0
Sand	0
Oil	0
Gravel	0
Not reported	0
Other	0
Unknown	0

Fixed Object Struck	8		
Bridge overhead structure	0	Bridge pier or support	0
Bridge/bridge rail parapet	0	Curb/island/raised median	0
Ditch	0	Embankment	0
Ground	0	Culvert/pipe opening	0
Guardrail - face	0	Guardrail - end	0
Concrete traffic barrier (median or right sid...	0	Other traffic barrier	0
Cable barrier	0	Impact attenuator/crash cushion	0
Utility pole/light support	0	Traffic sign support	0
Traffic signal support	0	Other post/pole/support	0
Fire hydrant	0	Mailbox	0
Tree	0	Landscape/shrubbery	0
Snow bank	0	Fence	0
Wall	0	Building	0
Other fixed object	0	None (no fixed object struck)	8



Iowa Crash Analysis Tool
Quick Report
2017-2021

Driver Age/Driver Gender					
Driver Age - 5 year Bins	Female	Male	Not reported	Unknown	Total
< 14	0	0	0	0	0
= 14	0	0	0	0	0
= 15	0	1	0	0	1
= 16	1	0	0	0	1
= 17	0	1	0	0	1
= 18	1	0	0	0	1
= 19	0	0	0	0	0
= 20	0	0	0	0	0
>= 21 and <= 24	0	0	0	0	0
>= 25 and <= 29	0	0	0	0	0
>= 30 and <= 34	0	1	0	0	1
>= 35 and <= 39	1	1	0	0	2
>= 40 and <= 44	0	0	0	0	0
>= 45 and <= 49	0	0	0	0	0
>= 50 and <= 54	0	0	0	0	0
>= 55 and <= 59	0	0	0	0	0
>= 60 and <= 64	0	0	0	0	0
>= 65 and <= 69	0	0	0	0	0
>= 70 and <= 74	0	1	0	0	1
>= 75 and <= 79	0	0	0	0	0
>= 80 and <= 84	0	0	0	0	0
>= 85 and <= 89	0	0	0	0	0
>= 90 and <= 94	0	0	0	0	0
>= 95	0	0	0	0	0
Not reported	0	0	0	0	0
Unknown	0	0	0	0	0
Total	3	5	0	0	8

Alcohol Test Given	8
None	8
Blood	0
Urine	0
Breath	0
Vitreous	0
Refused	0
Not reported	0

Drug Test Given	8
None	8
Blood	0
Urine	0
Breath	0
Vitreous	0
Refused	0
Not reported	0

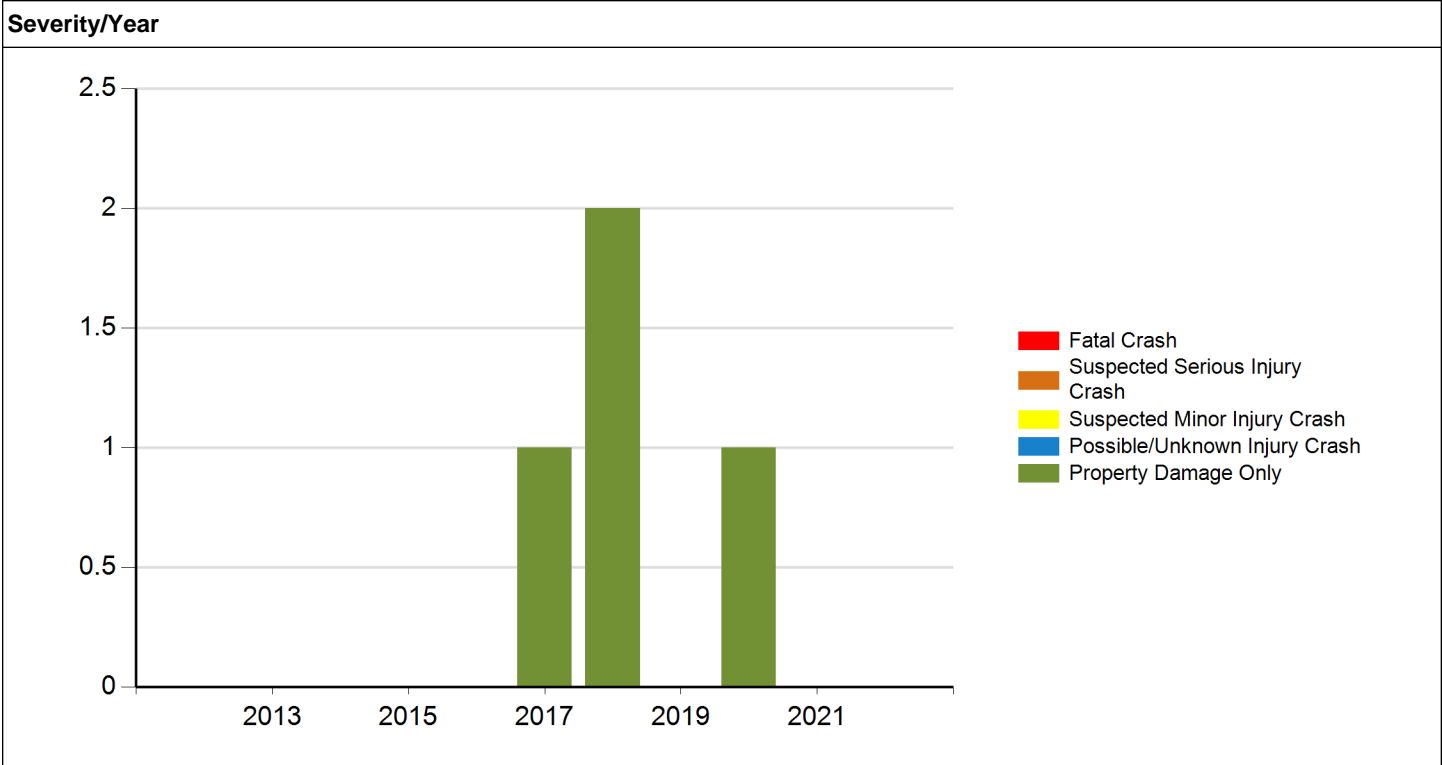
Drug Test Result	0
Negative	0
Cannabis	0
Central Nervous System depressants	0
Central Nervous System stimulants	0
Hallucinogens	0
Inhalants	0
Narcotic Analgesics	0
Dissociative Anesthetic (PCP)	0
Prescription Drug	0
Not reported	0
Other	0

Drug/Alcohol Related	4
Drug	0
Alcohol (< Statutory)	0
Alcohol (Statutory)	0
Drug and Alcohol (< Statutory)	0
Drug and Alcohol (Statutory)	0
Refused	0
Under Influence of Alcohol/Drugs/Medications	0
None Indicated	4



Iowa Crash Analysis Tool
Quick Report
2017-2021

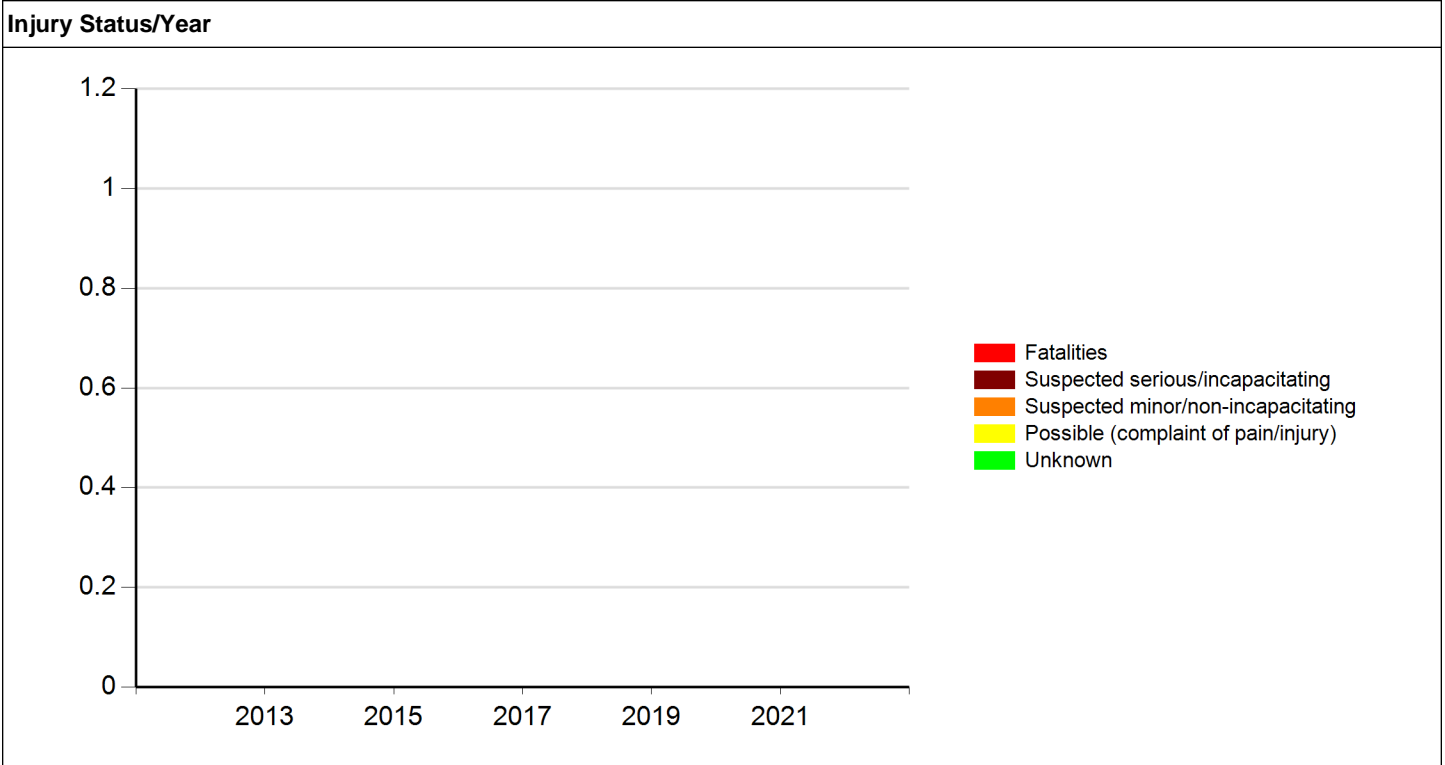
Crash Severity - Annual						
Crash Year	Fatal Crash	Suspected Serious Injury Crash	Suspected Minor Injury Crash	Possible/Unknown Injury Crash	Property Damage Only	Total
2012	0	0	0	0	0	0
2013	0	0	0	0	0	0
2014	0	0	0	0	0	0
2015	0	0	0	0	0	0
2016	0	0	0	0	0	0
2017	0	0	0	0	1	1
2018	0	0	0	0	2	2
2019	0	0	0	0	0	0
2020	0	0	0	0	1	1
2021	0	0	0	0	0	0
2022	0	0	0	0	0	0
Total	0	0	0	0	4	4





Iowa Crash Analysis Tool
Quick Report
2017-2021

Injury Status - Annual						
Crash Year	Fatalities	Suspected serious/incapacitating	Suspected minor/non-incapacitating	Possible (complaint of pain/injury)	Unknown	Total
2012	0	0	0	0	0	0
2013	0	0	0	0	0	0
2014	0	0	0	0	0	0
2015	0	0	0	0	0	0
2016	0	0	0	0	0	0
2017	0	0	0	0	0	0
2018	0	0	0	0	0	0
2019	0	0	0	0	0	0
2020	0	0	0	0	0	0
2021	0	0	0	0	0	0
2022	0	0	0	0	0	0
Total	0	0	0	0	0	0





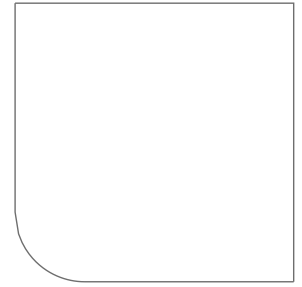
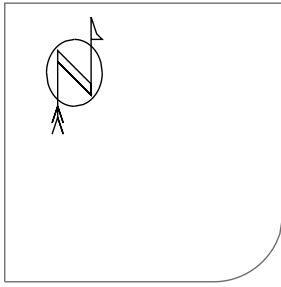
Meeting the following criteria

Jurisdiction: Statewide
Year: 2017, 2018, 2019, 2020, 2021
Map Selection: Yes
Filter: None

Analyst Information

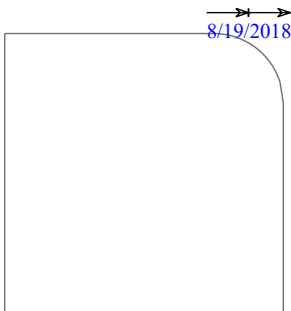
4 Crashes

Clear

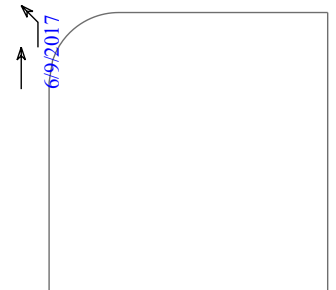


11/14/2020

4/12/2018



8/19/2018



6/9/2017

- ← Straight
- ←+ Stopped
- ← Unknown
- ↔ Backing
- ↔↔ Overtaking
- ↔↔ Sideswipe

- ▭ Parked
- ↔ Erratic
- ↔ Out of control
- ↔ Right turn
- ↔ Left turn
- ↔ U-turn

- ★ Fatal
- Major
- ◐ Minor
- Injury
- × Pedestrian
- ⊗ Bicycle

- Fixed objects:
- General
 - ▣ Signal
 - ⊠ Tree
 - ▣ Pole
 - ▣ Curb
 - ⊠ Animal
 - ⚡ DUI
 - ◀ 3rd vehicle
 - ⚡ Nighttime

PCR Map Rankings

Intersection: S 3RD ST and W BROADWAY ST & N 3RD ST

Primary Road Intersections

PCR Severe Crashes (KAB)

(2016-2020)

Intersection ID:2017065441 - (41.771818, -93.713807)

Category: All Way Stop Control

District: 1

County: Polk

City:Polk City

PCR Level Severe Crashes (KAB): Negligible PCR - below zero (<0)

PCR Value Severe Crashes (KAB): -0.009898 crash/year for severe crashes

Category Ranking :

5,481 out of 5,616

Statewide Ranking Category:

110,258 out of 115,309

Intersection: S 3RD ST and W BROADWAY ST & N 3RD ST

Primary Road Intersections

PCR All Crashes (KABCO)

(2016-2020)

Intersection ID: 2017065441 - (41.7718, -93.7138)

Category: All Way Stop Control

District: 1

County: Polk

City: Polk City

PCR Level All Crashes (KABCO): Negligible PCR - below zero (<= 0)

PCR Value All Crashes (KABCO): -0.48 crash/year for all crashes

Category Ranking All Way Stop Control

5,554 out of 5,616

Statewide Ranking Category:

113,872 out of 115,309

PCR Ranking (2014-2018 intersections)

Intersection: S 3RD ST and W BROADWAY ST & N 3RD ST
Intersection Category: All Way Stop Control

County: Polk

City: Polk City

Potential for Crash Reduction

PCR: **-0.32** for all crashes
-0.01 for injurious crashes.

All Crashes (2014-2018)

Total: 2

Statewide ranking: 113,168 out of 115,489

Category ranking All Way Stop Control: 5,506 out of 5,618

Fatal and Injury Crashes

Total: 0

Statewide ranking: 110,120 out of 115,489

Category ranking All Way Stop Control: 5,486 out of 5,618

Snyder & Associates

2727 SW Snyder Blvd

Ankeny, IA

Study Name: TrafficSignalWarrant_Broadway-3rd

Study Date : 11/29/2022

Signal Warrants - Summary

Major Street Approaches

Northbound: 3291

Number of Lanes : 1

Total Approach Volume: 3,180

Southbound: 3721

Number of Lanes : 1

Total Approach Volume: 3,598

Minor Street Approaches

Eastbound: 2010

Number of Lanes : 2+

Total Approach Volume: 1,939

Westbound: 793

Number of Lanes : 1

Total Approach Volume: 761

Warrant Summary (Urban Values Apply)

Warrant 1 - Eight Hour Vehicular Volumes.....Not Satisfied

Warrant 1A - Minimum Vehicular Volume.....Not Satisfied

Required volumes reached for 3 hours, 8 are needed

Warrant 1B - Interruption of Continuous Traffic.....Not Satisfied

Required volumes reached for 3 hours, 8 are needed

Warrant 1C - Combination of Warrants.....Not Satisfied

Required 1A volumes reached for 5 hours, 8 are needed

Required 1B volumes reached for 5 hours, 8 are needed

Warrant 2 - Four Hour Volumes.....Satisfied

Number of hours (5) volumes exceed minimum >= minimum required (4).

Warrant 3 - Peak Hour.....Satisfied

Warrant 3A - Peak Hour Delay.....Satisfied

Number of one hour periods (18) volumes exceed minimum >= required (1). Delay data not evaluated.

Warrant 3B - Peak Hour Volumes.....Not Satisfied

Volumes do not exceed minimums for any one hour period.

Warrant 4 - Pedestrian Volumes.....Not Evaluated

Warrant 5 - School Crossing.....Not Evaluated

Warrant 6 - Coordinated Signal System.....Not Satisfied

No adjacent coordinated signals are present

Warrant 7 - Crash Experience.....Not Satisfied

Number of accidents (0) is less than minimum (5). Volume minimums are not met.

Warrant 8 - Roadway Network.....Not Satisfied

Major Route conditions not met. One or more volume requirement met.

Warrant 9 - Intersection Near a Grade Crossing.....Not Evaluated

Snyder & Associates

2727 SW Snyder Blvd

Ankeny, IA

Study Name: TrafficSignalWarrant_Broadway-3rd

Study Date : 11/29/2022

Warrant 1A - Minimum Volumes

Description

Intended for sites where the volume of intersecting traffic is the principal reason for consideration of a signal installation.

Summary

Only 3 one hour periods meet minimums.
Warrant is NOT met.

Site Data Required

Rural Settings Apply = **False**
 Number of Major Lanes = **1**
 Number of Minor Lanes = **Mixed**

Volume Requirements

Veh/Hr Major = **500**
 Veh/Hr Minor = **200 150**

Time	Major Road				Minor Road			Met?
	Major NB	+	Major SB	=	Total	Minor EB	Minor WB	
	3291				2010			
15:15 - 16:15	323	+	478	=	801	217	68	Yes
07:45 - 08:45	250	+	382	=	632	260	88	Yes
06:45 - 07:45	276	+	325	=	601	229	91	Yes
16:30 - 17:30	421	+	397	=	818	163	71	No
16:15 - 17:15	418	+	398	=	816	175	71	No
16:45 - 17:45	419	+	393	=	812	176	73	No
17:00 - 18:00	386	+	385	=	771	166	71	No
15:00 - 16:00	317	+	440	=	757	191	66	No
14:45 - 15:45	288	+	403	=	691	164	71	No
17:15 - 18:15	350	+	327	=	677	158	79	No
17:30 - 18:30	313	+	297	=	610	138	71	No
14:30 - 15:30	266	+	302	=	568	154	76	No
06:30 - 07:30	235	+	300	=	535	182	75	No
14:15 - 15:15	262	+	266	=	528	111	73	No
14:00 - 15:00	238	+	277	=	515	110	63	No
17:45 - 18:45	268	+	246	=	514	106	57	No
13:30 - 14:30	222	+	272	=	494	108	54	No
13:45 - 14:45	218	+	264	=	482	112	55	No
13:15 - 14:15	196	+	264	=	460	104	47	No
11:00 - 12:00	216	+	222	=	438	124	49	No
10:45 - 11:45	221	+	215	=	436	128	47	No
06:15 - 07:15	190	+	243	=	433	141	52	No
12:45 - 13:45	192	+	232	=	424	117	48	No
13:00 - 14:00	185	+	239	=	424	118	50	No
10:30 - 11:30	214		206		420	135	45	No

Snyder & Associates

2727 SW Snyder Blvd

Ankeny, IA

Study Name: TrafficSignalWarrant_Broadway-3rd

Study Date : 11/29/2022

Warrant 1B - Interruption of Continuous Traffic

Description

Intended for sites where the volume of the major street is so heavy that traffic on the minor street suffers excessive delay or hazard.

Summary

Only 3 one hour periods meet minimums.
Warrant is NOT met.

Site Data Required

Rural Settings Apply = **False**
 Number of Major Lanes = **1**
 Number of Minor Lanes = **Mixed**

Volume Requirements

Veh/Hr Major = **750**
 Veh/Hr Minor = **100 75**

Time	Major Road				Minor Road			Met?	
	Major NB	+	Major SB	=	Total	Minor EB	Minor WB		
	3291					2010			
16:00 - 17:00	401	+	381	=	782	184	85	Yes	
17:00 - 18:00	386	+	385	=	771	166	71	Yes	
15:00 - 16:00	317	+	440	=	757	191	66	Yes	
07:30 - 08:30	286	+	406	=	692	319	113	No	
14:45 - 15:45	288	+	403	=	691	164	71	No	
07:15 - 08:15	302	+	366	=	668	330	128	No	
07:00 - 08:00	298	+	339	=	637	261	120	No	
07:45 - 08:45	250	+	382	=	632	260	88	No	
06:45 - 07:45	276	+	325	=	601	229	91	No	
14:30 - 15:30	266	+	302	=	568	154	76	No	
08:00 - 09:00	205	+	338	=	543	216	57	No	
06:30 - 07:30	235	+	300	=	535	182	75	No	
14:15 - 15:15	262	+	266	=	528	111	73	No	
14:00 - 15:00	238	+	277	=	515	110	63	No	
13:30 - 14:30	222	+	272	=	494	108	54	No	
13:45 - 14:45	218	+	264	=	482	112	55	No	
08:15 - 09:15	180	+	281	=	461	142	36	No	
13:15 - 14:15	196	+	264	=	460	104	47	No	
11:00 - 12:00	216	+	222	=	438	124	49	No	
10:45 - 11:45	221	+	215	=	436	128	47	No	
06:15 - 07:15	190	+	243	=	433	141	52	No	
12:45 - 13:45	192	+	232	=	424	117	48	No	
13:00 - 14:00	185	+	239	=	424	118	50	No	
10:30 - 11:30	214	+	206	=	420	135	45	No	
11:15 - 12:15	203		217		420	117	45	No	

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2727 SW Snyder Blvd

Ankeny, IA

Study Name: TrafficSignalWarrant_Broadway-3rd

Study Date : 11/29/2022

Warrant 1C Combination of Warrants

Description

Intended for sites where the traffic volumes don't meet individual warrants but where Warrants 1A and 1B are both met to 80% of their stated values.

Summary

Only 5 hours meet 1A minimums.
Only 5 hours meet 1B minimums.
Warrant is NOT met.

Site Data Required

Rural Settings Apply = **False**
Number of Major Lanes = **1**
Number of Minor Lanes = **Mixed**

Volume Requirements

Warrant 1A 1B
Veh/Hr Major = **400** **600**
Veh/Hr Minor EB = **160** **80**
Veh/Hr Minor WB = **120** **60**

Major Road
3291

Minor Road
2010

Time	Major NB	+	Major SB	=	Total	Minor EB	Minor WB	Met1A?
16:45 - 17:45	419	+	393	=	812	176	73	Yes
15:45 - 16:45	383	+	391	=	774	196	81	Yes
07:30 - 08:30	286	+	406	=	692	319	113	Yes
14:45 - 15:45	288	+	403	=	691	164	71	Yes
06:30 - 07:30	235	+	300	=	535	182	75	Yes
14:30 - 15:30	266	+	302	=	568	154	76	No
14:15 - 15:15	262	+	266	=	528	111	73	No
14:00 - 15:00	238	+	277	=	515	110	63	No
17:45 - 18:45	268	+	246	=	514	106	57	No
13:30 - 14:30	222	+	272	=	494	108	54	No
13:45 - 14:45	218	+	264	=	482	112	55	No
13:15 - 14:15	196	+	264	=	460	104	47	No

Time	Major NB	+	Major SB	=	Total	Minor EB	Minor WB	Met1B?
16:45 - 17:45	419	+	393	=	812	176	73	Yes
15:45 - 16:45	383	+	391	=	774	196	81	Yes
14:45 - 15:45	288	+	403	=	691	164	71	Yes
07:45 - 08:45	250	+	382	=	632	260	88	Yes
06:45 - 07:45	276	+	325	=	601	229	91	Yes
14:30 - 15:30	266	+	302	=	568	154	76	No
06:30 - 07:30	235	+	300	=	535	182	75	No
14:15 - 15:15	262	+	266	=	528	111	73	No
14:00 - 15:00	238	+	277	=	515	110	63	No
17:45 - 18:45	268	+	246	=	514	106	57	No
13:30 - 14:30	222	+	272	=	494	108	54	No
13:45 - 14:45	218	+	264	=	482	112	55	No

Snyder & Associates

2727 SW Snyder Blvd

Ankeny, IA

Study Name: TrafficSignalWarrant_Broadway-3rd

Study Date : 11/29/2022

Warrant 2 - Four Hour Volumes

Description

Intended for sites where the volume of intersecting traffic during any four hours of the day is the principal reason for consideration of a signal installation.

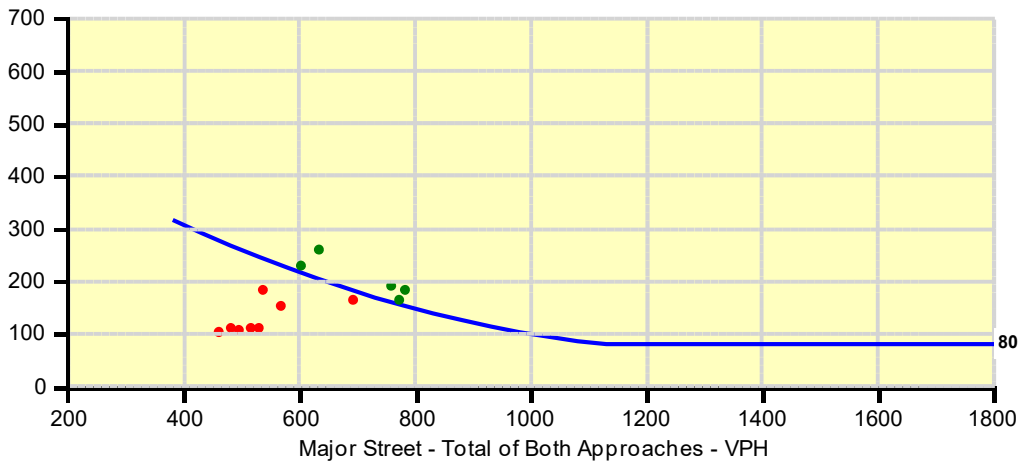
Summary

5 one hour periods meet minimums.
Warrant IS met.

Site Data Required

Rural Settings Apply = **False**
 Number of Major Lanes = **1**
 Number of Minor Lanes = **Mixed**

Time	Major Road 3291				=	Total	Minor Road 2010		Met?
	Major NB	+	Major SB				Minor EB	Minor WB	
16:00 - 17:00	401	+	381	=	782	184	85	Yes	
17:00 - 18:00	386	+	385	=	771	166	71	Yes	
15:00 - 16:00	317	+	440	=	757	191	66	Yes	
07:45 - 08:45	250	+	382	=	632	260	88	Yes	
06:45 - 07:45	276	+	325	=	601	229	91	Yes	
14:45 - 15:45	288	+	403	=	691	164	71	No	
14:30 - 15:30	266	+	302	=	568	154	76	No	
06:30 - 07:30	235	+	300	=	535	182	75	No	
14:15 - 15:15	262	+	266	=	528	111	73	No	
14:00 - 15:00	238	+	277	=	515	110	63	No	
13:30 - 14:30	222	+	272	=	494	108	54	No	
							55	No	



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Study Name: TrafficSignalWarrant_Broadway-3rd

Study Date : 11/29/2022

Warrant 3A - Peak Hour Delay

Description

Intended for sites where for one hour of the day minor street traffic suffers undue traffic delay entering or crossing the major street.

Summary

18 one hour periods meet minimums.
Warrant IS met.

Site Data Required

Number of Minor Lanes =1

Volume and Delay Requirements

Veh/Hr All Approaches = **800**

Veh/Hr Minor = **100**

Total Delay (Veh-Hrs) = **4**

Time	Major Road 3291			Minor Road 2010			Warrant Met?		
	Total of All Approaches	Met?	Minor EB	Delay EB	Met?	Minor WB		Delay WB	Met?
07:15 - 08:15	1126	Yes	330	-	Yes	128	-	---	Yes
07:30 - 08:30	1124	Yes	319	-	Yes	113	-	---	Yes
15:15 - 16:15	1086	Yes	217	-	Yes	68	-	---	Yes
15:30 - 16:30	1077	Yes	199	-	Yes	70	-	---	Yes
16:15 - 17:15	1062	Yes	175	-	Yes	71	-	---	Yes
16:45 - 17:45	1061	Yes	176	-	Yes	73	-	---	Yes
16:30 - 17:30	1052	Yes	163	-	Yes	71	-	---	Yes
15:45 - 16:45	1051	Yes	196	-	Yes	81	-	---	Yes
16:00 - 17:00	1051	Yes	184	-	Yes	85	-	---	Yes
07:00 - 08:00	1018	Yes	261	-	Yes	120	-	---	Yes
15:00 - 16:00	1014	Yes	191	-	Yes	66	-	---	Yes
17:00 - 18:00	1008	Yes	166	-	Yes	71	-	---	Yes
07:45 - 08:45	980	Yes	260	-	Yes	88	-	---	Yes
14:45 - 15:45	926	Yes	164	-	Yes	71	-	---	Yes
06:45 - 07:45	921	Yes	229	-	Yes	91	-	---	Yes
17:15 - 18:15	914	Yes	158	-	Yes	79	-	---	Yes
17:30 - 18:30	819	Yes	138	-	Yes	71	-	---	Yes
08:00 - 09:00	816	Yes	216	-	Yes	57	-	---	Yes
14:30 - 15:30	798	No	154	-	Yes	76	-	---	No
06:30 - 07:30	792	No	182	-	Yes	75	-	---	No
14:15 - 15:15	712	No	111	-	Yes	73	-	---	No
14:00 - 15:00	688	No	110	-	Yes	63	-	---	No
17:45 - 18:45	677	No	106	-	Yes	57	-	---	No
13:30 - 14:30	656	No	108	-	Yes	54	-	---	No
13:45 - 14:45	649	No	112	-	Yes	55	-	---	No

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Ankeny, IA

Study Name: TrafficSignalWarrant_Broadway-3rd

Study Date : 11/29/2022

Warrant 3B - Peak Hour Volumes

Description

Intended for sites where the volume of intersecting traffic during one hour of the day is the principal reason for consideration of a signal installation.

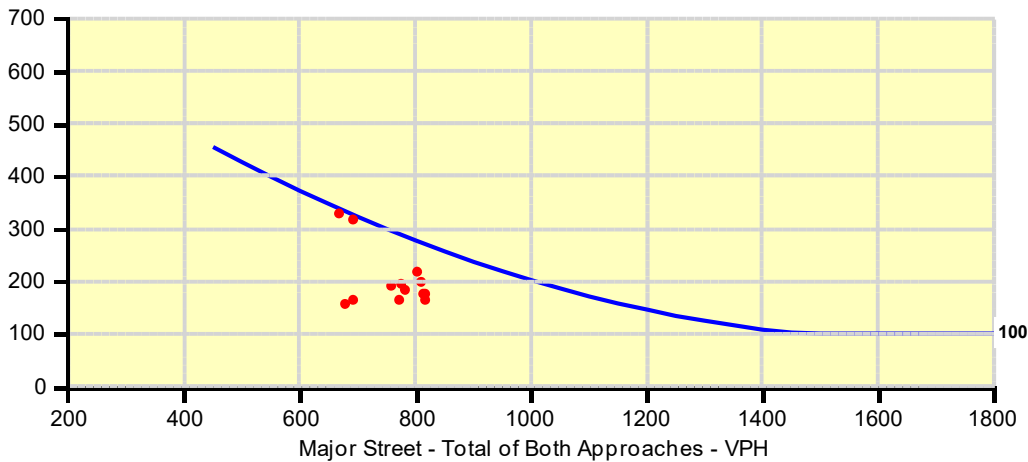
Summary

Only 0 one hour periods meet minimums.
Warrant is NOT met.

Site Data Required

Rural Settings Apply = **False**
 Number of Major Lanes = **1**
 Number of Minor Lanes = **Mixed**

Time	Major Road 3291				=	Total	Minor Road 2010		Met?
	Major NB	+	Major SB				Minor EB	Minor WB	
16:30 - 17:30	421	+	397	=	818	163	71	No	
16:15 - 17:15	418	+	398	=	816	175	71	No	
16:45 - 17:45	419	+	393	=	812	176	73	No	
15:30 - 16:30	351	+	457	=	808	199	70	No	
15:15 - 16:15	323	+	478	=	801	217	68	No	
16:00 - 17:00	401	+	381	=	782	184	85	No	
15:45 - 16:45	383	+	391	=	774	196	81	No	
17:00 - 18:00	386	+	385	=	771	166	71	No	
15:00 - 16:00	317	+	440	=	757	191	66	No	
07:30 - 08:30	286	+	406	=	692	319	113	No	
14:45 - 15:45	288	+	403	=	691	164	71	No	
							79	No	



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Study Name: TrafficSignalWarrant_Broadway-3rd

Study Date : 11/29/2022

Warrant 6 - Coordinated Signal System

Description

Intended for sites where a signal installation would help maintain proper grouping of vehicles and effectively regulate group speed.

Summary

Both requirements are NOT met.
Warrant is NOT met.

Site Data Required

Closest Signal greater than 1000 feet = **False**

Adjacent coordinated signals are present = **False**

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Ankeny, IA

Study Name: TrafficSignalWarrant_Broadway-3rd

Study Date : 11/29/2022

Warrant 7 - Crash Experience

Description

Intended for sites where the frequency of correctible crashes in the past 12 months is the primary motivation for installing a traffic signal.

Summary

Number of crashes does not meet minimum.
Pedestrian volumes do not meet the 80% criteria.
War 1A or 1B volumes do not meet the 80% criteria.
Warrant is NOT met.

Site Data Required

Number of crashes in last 12 months = **0**

Rural Settings Apply = **False**
Number of Major Lanes = **1**
Number of Minor Lanes = **Mixed**

Crash and Volume Requirements

Minimum number of crashes = **5**

Veh/Hr Major: War 1A = **400** War 1B = **600**

Veh/Hr Minor: War 1A = **160** **120** War 1B = **80** **60**

Volume and Pedestrian Data

Hours data meets 80% requirements of Warrant 1A (8 needed)**5** Met? **No**

Hours data meets 80% requirements of Warrant 1B (8 needed)**5** Met? **No**

Hours data meets 80% requirements of Warrant 4 (4,1 needed)**0** **0** Met? **No**

Major Road

3291

Minor Road

2010

Warrant 1A Details

Time	Major NB	+	Major SB	=	Total	Minor EB	Minor WB	Met1A?
16:45 - 17:45	419	+	393	=	812	176	73	Yes
15:45 - 16:45	383	+	391	=	774	196	81	Yes
07:30 - 08:30	286	+	406	=	692	319	113	Yes
14:45 - 15:45	288	+	403	=	691	164	71	Yes
06:30 - 07:30	235	+	300	=	535	182	75	Yes
14:30 - 15:30	266	+	302	=	568	154	76	No
14:15 - 15:15	262	+	266	=	528	111	73	No
14:00 - 15:00	238	+	277	=	515	110	63	No
17:45 - 18:45	268	+	246	=	514	106	57	No
13:30 - 14:30	222	+	272	=	494	108	54	No
13:45 - 14:45	218	+	264	=	482	112	55	No
13:15 - 14:15	196	+	264	=	460	104	47	No

Warrant 1B Details

Time	Major NB	+	Major SB	=	Total	Minor EB	Minor WB	Met1B?
16:45 - 17:45	419	+	393	=	812	176	73	Yes
15:45 - 16:45	383	+	391	=	774	196	81	Yes
14:45 - 15:45	288	+	403	=	691	164	71	Yes
07:45 - 08:45	250	+	382	=	632	260	88	Yes
06:45 - 07:45	276	+	325	=	601	229	91	Yes
14:30 - 15:30	266	+	302	=	568	154	76	No
06:30 - 07:30	235	+	300	=	535	182	75	No
14:15 - 15:15	262	+	266	=	528	111	73	No
14:00 - 15:00	238	+	277	=	515	110	63	No
17:45 - 18:45	268	+	246	=	514	106	57	No
13:30 - 14:30	222	+	272	=	494	108	54	No
13:45 - 14:45	218	+	264	=	482	112	55	No

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2727 SW Snyder Blvd

Ankeny, IA

Study Name: TrafficSignalWarrant_Broadway-3rd

Study Date : 11/29/2022

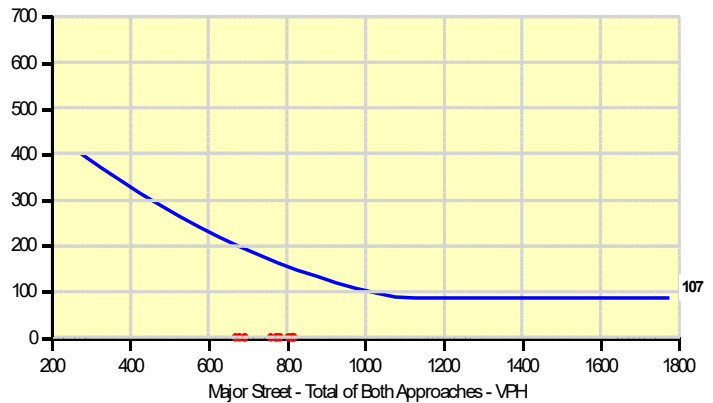
Warrant 7 - Crash Experience

Major Road

3721

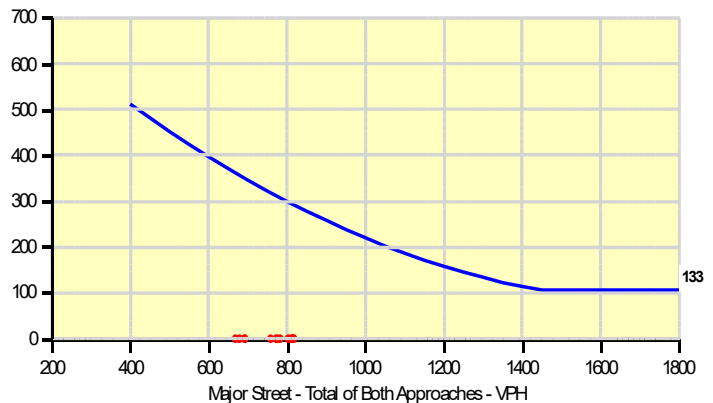
80% of Warrant 4 - 4 Hr Pedestrian Data

Time	NB Vehs	+	SB Vehs	=	Total Vehs	NB Peds	+	SB Peds	=	Ped Total	Met?
16:30 - 17:30	421	+	397	=	818	0	+	0	=	0	No
16:15 - 17:15	418	+	398	=	816	0	+	0	=	0	No
16:45 - 17:45	419	+	393	=	812	0	+	0	=	0	No
15:30 - 16:30	351	+	457	=	808	0	+	0	=	0	No
15:15 - 16:15	323	+	478	=	801	0	+	0	=	0	No
16:00 - 17:00	401	+	381	=	782	0	+	0	=	0	No
15:45 - 16:45	383	+	391	=	774	0	+	0	=	0	No
17:00 - 18:00	386	+	385	=	771	0	+	0	=	0	No
15:00 - 16:00	317	+	440	=	757	0	+	0	=	0	No
07:30 - 08:30	286	+	406	=	692	0	+	0	=	0	No
14:45 - 15:45	288	+	403	=	691	0	+	0	=	0	No
17:15 - 18:15	350	+	327	=	677	0	+	0	=	0	No



80% of Warrant 4 - 1 Hr Pedestrian Data

Time	NB Vehs	+	SB Vehs	=	Total Vehs	NB Peds	+	SB Peds	=	Ped Total	Met?
16:30 - 17:30	421	+	397	=	818	0	+	0	=	0	No
16:15 - 17:15	418	+	398	=	816	0	+	0	=	0	No
16:45 - 17:45	419	+	393	=	812	0	+	0	=	0	No
15:30 - 16:30	351	+	457	=	808	0	+	0	=	0	No
15:15 - 16:15	323	+	478	=	801	0	+	0	=	0	No
16:00 - 17:00	401	+	381	=	782	0	+	0	=	0	No
15:45 - 16:45	383	+	391	=	774	0	+	0	=	0	No
17:00 - 18:00	386	+	385	=	771	0	+	0	=	0	No
15:00 - 16:00	317	+	440	=	757	0	+	0	=	0	No
07:30 - 08:30	286	+	406	=	692	0	+	0	=	0	No
14:45 - 15:45	288	+	403	=	691	0	+	0	=	0	No
17:15 - 18:15	350	+	327	=	677	0	+	0	=	0	No



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2727 SW Snyder Blvd

Ankeny, IA

Study Name: TrafficSignalWarrant_Broadway-3rd

Study Date : 11/29/2022

Warrant 8 - Roadway Network

Description

Intended for sites where the signal installation would encourage concentration and organization of traffic flow networks.

Summary

Major route requirements are NOT met.
Volume Requirements are met.
Warrant is NOT met.

Site Data Required

Intersection of Two Major Routes? = **No**

Volume Requirements

Total Volume for All Approaches = **1000**

Number of Weekday Hours Needed = **1**

Time	Major Road 3291				Minor Road 2010				Met?	
	NB	+	SB	+	EB	+	WB	=		
07:15 - 08:15	302	+	366	+	330	+	128	=	1126	Yes
07:30 - 08:30	286	+	406	+	319	+	113	=	1124	Yes
15:15 - 16:15	323	+	478	+	217	+	68	=	1086	Yes
15:30 - 16:30	351	+	457	+	199	+	70	=	1077	Yes
16:15 - 17:15	418	+	398	+	175	+	71	=	1062	Yes
16:45 - 17:45	419	+	393	+	176	+	73	=	1061	Yes
16:30 - 17:30	421	+	397	+	163	+	71	=	1052	Yes
16:00 - 17:00	401	+	381	+	184	+	85	=	1051	Yes
15:45 - 16:45	383	+	391	+	196	+	81	=	1051	Yes
07:00 - 08:00	298	+	339	+	261	+	120	=	1018	Yes
15:00 - 16:00	317	+	440	+	191	+	66	=	1014	Yes
17:00 - 18:00	386	+	385	+	166	+	71	=	1008	Yes
07:45 - 08:45	250	+	382	+	260	+	88	=	980	No
14:45 - 15:45	288	+	403	+	164	+	71	=	926	No
06:45 - 07:45	276	+	325	+	229	+	91	=	921	No
17:15 - 18:15	350	+	327	+	158	+	79	=	914	No
17:30 - 18:30	313	+	297	+	138	+	71	=	819	No
08:00 - 09:00	205	+	338	+	216	+	57	=	816	No
14:30 - 15:30	266	+	302	+	154	+	76	=	798	No
06:30 - 07:30	235	+	300	+	182	+	75	=	792	No
14:15 - 15:15	262	+	266	+	111	+	73	=	712	No
14:00 - 15:00	238	+	277	+	110	+	63	=	688	No
17:45 - 18:45	268	+	246	+	106	+	57	=	677	No
13:30 - 14:30	222	+	272	+	108	+	54	=	656	No
13:45 - 14:45	218		264		112		55		649	No

Intersection	
Intersection Delay, s/veh	20.3
Intersection LOS	C

Movement	SEL	SET	SER	NWL	NWT	NWR	NEL	NET	NER	SWL	SWT	SWR
Lane Configurations												
Traffic Vol, veh/h	238	12	102	22	33	77	52	256	10	14	292	88
Future Vol, veh/h	238	12	102	22	33	77	52	256	10	14	292	88
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Heavy Vehicles, %	4	0	3	2	2	1	3	3	3	1	3	4
Mvmt Flow	259	13	111	24	36	84	57	278	11	15	317	96
Number of Lanes	1	1	0	0	1	0	0	1	1	0	1	1

Approach	SE	NW	NE	SW
Opposing Approach	NW	SE	SW	NE
Opposing Lanes	1	2	2	2
Conflicting Approach Left	SW	NE	SE	NW
Conflicting Lanes Left	2	2	2	1
Conflicting Approach Right	NE	SW	NW	SE
Conflicting Lanes Right	2	2	1	2
HCM Control Delay	18	14.6	24.7	20.6
HCM LOS	C	B	C	C

Lane	NELn1	NELn2	NWLn1	SELn1	SELn2	SWLn1	SWLn2
Vol Left, %	17%	0%	17%	100%	0%	5%	0%
Vol Thru, %	83%	0%	25%	0%	11%	95%	0%
Vol Right, %	0%	100%	58%	0%	89%	0%	100%
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Stop
Traffic Vol by Lane	308	10	132	238	114	306	88
LT Vol	52	0	22	238	0	14	0
Through Vol	256	0	33	0	12	292	0
RT Vol	0	10	77	0	102	0	88
Lane Flow Rate	335	11	143	259	124	333	96
Geometry Grp	7	7	6	7	7	7	7
Degree of Util (X)	0.69	0.02	0.314	0.575	0.233	0.668	0.173
Departure Headway (Hd)	7.416	6.61	7.871	8.004	6.781	7.231	6.523
Convergence, Y/N	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Cap	485	540	455	450	528	499	548
Service Time	5.181	4.374	5.959	5.773	4.548	4.996	4.288
HCM Lane V/C Ratio	0.691	0.02	0.314	0.576	0.235	0.667	0.175
HCM Control Delay	25.2	9.5	14.6	21.1	11.6	23.5	10.7
HCM Lane LOS	D	A	B	C	B	C	B
HCM 95th-tile Q	5.2	0.1	1.3	3.5	0.9	4.9	0.6

Intersection	
Intersection Delay, s/veh	16.7
Intersection LOS	C

Movement	SEL	SET	SER	NWL	NWT	NWR	NEL	NET	NER	SWL	SWT	SWR
Lane Configurations												
Traffic Vol, veh/h	122	26	85	24	20	27	59	250	21	45	310	136
Future Vol, veh/h	122	26	85	24	20	27	59	250	21	45	310	136
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Heavy Vehicles, %	4	0	3	2	2	1	3	3	3	1	3	4
Mvmt Flow	133	28	92	26	22	29	64	272	23	49	337	148
Number of Lanes	1	1	0	0	1	0	0	1	1	0	1	1

Approach	SE	NW	NE	SW
Opposing Approach	NW	SE	SW	NE
Opposing Lanes	1	2	2	2
Conflicting Approach Left	SW	NE	SE	NW
Conflicting Lanes Left	2	2	2	1
Conflicting Approach Right	NE	SW	NW	SE
Conflicting Lanes Right	2	2	1	2
HCM Control Delay	12.4	12	18.6	18.2
HCM LOS	B	B	C	C

Lane	NELn1	NELn2	NWLn1	SELn1	SELn2	SWLn1	SWLn2
Vol Left, %	19%	0%	34%	100%	0%	13%	0%
Vol Thru, %	81%	0%	28%	0%	23%	87%	0%
Vol Right, %	0%	100%	38%	0%	77%	0%	100%
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Stop
Traffic Vol by Lane	309	21	71	122	111	355	136
LT Vol	59	0	24	122	0	45	0
Through Vol	250	0	20	0	26	310	0
RT Vol	0	21	27	0	85	0	136
Lane Flow Rate	336	23	77	133	121	386	148
Geometry Grp	7	7	6	7	7	7	7
Degree of Util (X)	0.613	0.037	0.162	0.283	0.219	0.675	0.228
Departure Headway (Hd)	6.567	5.757	7.571	7.673	6.546	6.295	5.553
Convergence, Y/N	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Cap	547	616	477	465	544	571	642
Service Time	4.356	3.545	5.571	5.469	4.341	4.078	3.335
HCM Lane V/C Ratio	0.614	0.037	0.161	0.286	0.222	0.676	0.231
HCM Control Delay	19.3	8.8	12	13.5	11.2	21.3	10
HCM Lane LOS	C	A	B	B	B	C	A
HCM 95th-tile Q	4.1	0.1	0.6	1.2	0.8	5.1	0.9

Intersection	
Intersection Delay, s/veh	107.4
Intersection LOS	F

Movement	SEL	SET	SER	NWL	NWT	NWR	NEL	NET	NER	SWL	SWT	SWR
Lane Configurations												
Traffic Vol, veh/h	361	18	155	33	50	117	79	388	15	21	442	133
Future Vol, veh/h	361	18	155	33	50	117	79	388	15	21	442	133
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Heavy Vehicles, %	4	0	3	2	2	1	3	3	3	1	3	4
Mvmt Flow	392	20	168	36	54	127	86	422	16	23	480	145
Number of Lanes	1	1	0	0	1	0	0	1	1	0	1	1

Approach	SE	NW	NE	SW
Opposing Approach	NW	SE	SW	NE
Opposing Lanes	1	2	2	2
Conflicting Approach Left	SW	NE	SE	NW
Conflicting Lanes Left	2	2	2	1
Conflicting Approach Right	NE	SW	NW	SE
Conflicting Lanes Right	2	2	1	2
HCM Control Delay	64.9	29.6	165.4	124.7
HCM LOS	F	D	F	F

Lane	NELn1	NELn2	NWLn1	SELn1	SELn2	SWLn1	SWLn2
Vol Left, %	17%	0%	17%	100%	0%	5%	0%
Vol Thru, %	83%	0%	25%	0%	10%	95%	0%
Vol Right, %	0%	100%	58%	0%	90%	0%	100%
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Stop
Traffic Vol by Lane	467	15	200	361	173	463	133
LT Vol	79	0	33	361	0	21	0
Through Vol	388	0	50	0	18	442	0
RT Vol	0	15	117	0	155	0	133
Lane Flow Rate	508	16	217	392	188	503	145
Geometry Grp	7	7	6	7	7	7	7
Degree of Util (X)	1.273	0.037	0.594	1.021	0.427	1.236	0.327
Departure Headway (Hd)	9.679	8.854	11.331	10.405	9.148	9.637	8.911
Convergence, Y/N	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Cap	381	407	322	353	397	382	406
Service Time	7.379	6.554	9.331	8.105	6.848	7.337	6.611
HCM Lane V/C Ratio	1.333	0.039	0.674	1.11	0.474	1.317	0.357
HCM Control Delay	170.3	11.9	29.6	87.1	18.5	155.9	15.9
HCM Lane LOS	F	B	D	F	C	F	C
HCM 95th-tile Q	21.1	0.1	3.6	12	2.1	19.8	1.4

Intersection	
Intersection Delay, s/veh	80.8
Intersection LOS	F






















Movement	SEL	SET	SER	NWL	NWT	NWR	NEL	NET	NER	SWL	SWT	SWR
Lane Configurations												
Traffic Vol, veh/h	185	39	129	36	30	41	89	379	32	68	470	206
Future Vol, veh/h	185	39	129	36	30	41	89	379	32	68	470	206
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Heavy Vehicles, %	4	0	3	2	2	1	3	3	3	1	3	4
Mvmt Flow	201	42	140	39	33	45	97	412	35	74	511	224
Number of Lanes	1	1	0	0	1	0	0	1	1	0	1	1

Approach	SE	NW	NE	SW
Opposing Approach	NW	SE	SW	NE
Opposing Lanes	1	2	2	2
Conflicting Approach Left	SW	NE	SE	NW
Conflicting Lanes Left	2	2	2	1
Conflicting Approach Right	NE	SW	NW	SE
Conflicting Lanes Right	2	2	1	2
HCM Control Delay	18.7	17.1	96	109.1
HCM LOS	C	C	F	F

Lane	NELn1	NELn2	NWLn1	SELn1	SELn2	SWLn1	SWLn2
Vol Left, %	19%	0%	34%	100%	0%	13%	0%
Vol Thru, %	81%	0%	28%	0%	23%	87%	0%
Vol Right, %	0%	100%	38%	0%	77%	0%	100%
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Stop
Traffic Vol by Lane	468	32	107	185	168	538	206
LT Vol	89	0	36	185	0	68	0
Through Vol	379	0	30	0	39	470	0
RT Vol	0	32	41	0	129	0	206
Lane Flow Rate	509	35	116	201	183	585	224
Geometry Grp	7	7	6	7	7	7	7
Degree of Util (X)	1.102	0.068	0.297	0.494	0.392	1.227	0.424
Departure Headway (Hd)	8.231	7.408	9.981	9.415	8.263	7.884	7.129
Convergence, Y/N	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Cap	443	487	363	386	438	468	508
Service Time	5.931	5.108	7.981	7.115	5.963	5.584	4.829
HCM Lane V/C Ratio	1.149	0.072	0.32	0.521	0.418	1.25	0.441
HCM Control Delay	101.8	10.6	17.1	21	16.2	145.1	15
HCM Lane LOS	F	B	C	C	C	F	B
HCM 95th-tile Q	16.5	0.2	1.2	2.6	1.8	22.4	2.1

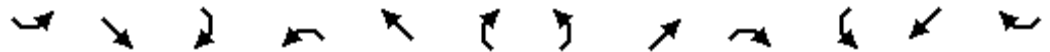
Lanes, Volumes, Timings
3: S 3rd St/N 3rd St & W Broadway St

Existing 2022, AM Peak
12/07/2022

												
Lane Group	SEL	SET	SER	NWL	NWT	NWR	NEL	NET	NER	SWL	SWT	SWR
Lane Configurations												
Traffic Volume (vph)	238	12	102	22	33	77	52	256	10	14	292	88
Future Volume (vph)	238	12	102	22	33	77	52	256	10	14	292	88
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	150		0	100		0	100		0	100		0
Storage Lanes	1		0	1		0	1		0	1		0
Taper Length (ft)	120			120			120			120		
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Frt		0.866			0.895			0.994				0.965
Flt Protected	0.950			0.950			0.950			0.950		
Satd. Flow (prot)	1736	1602	0	1770	1679	0	1752	1834	0	1787	1776	0
Flt Permitted	0.680			0.677			0.379			0.552		
Satd. Flow (perm)	1242	1602	0	1261	1679	0	699	1834	0	1038	1776	0
Right Turn on Red			Yes			Yes			Yes			Yes
Satd. Flow (RTOR)		111			84			5			40	
Link Speed (mph)		25			25			25			25	
Link Distance (ft)		596			642			510			549	
Travel Time (s)		16.3			17.5			13.9			15.0	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Heavy Vehicles (%)	4%	0%	3%	2%	2%	1%	3%	3%	3%	1%	3%	4%
Adj. Flow (vph)	259	13	111	24	36	84	57	278	11	15	317	96
Shared Lane Traffic (%)												
Lane Group Flow (vph)	259	124	0	24	120	0	57	289	0	15	413	0
Enter Blocked Intersection	No	No	No	No	No	No	No	No	No	No	No	No
Lane Alignment	Left	Left	Right	Left	Left	Right	Left	Left	Right	Left	Left	Right
Median Width(ft)		12			12			12			12	
Link Offset(ft)		0			0			0			0	
Crosswalk Width(ft)		16			16			16			16	
Two way Left Turn Lane												
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)	15		9	15		9	15		9	15		9
Number of Detectors	1	2		1	2		1	2		1	2	
Detector Template	Left	Thru		Left	Thru		Left	Thru		Left	Thru	
Leading Detector (ft)	20	100		20	100		20	100		20	100	
Trailing Detector (ft)	0	0		0	0		0	0		0	0	
Detector 1 Position(ft)	0	0		0	0		0	0		0	0	
Detector 1 Size(ft)	20	6		20	6		20	6		20	6	
Detector 1 Type	Cl+Ex	Cl+Ex		Cl+Ex	Cl+Ex		Cl+Ex	Cl+Ex		Cl+Ex	Cl+Ex	
Detector 1 Channel												
Detector 1 Extend (s)	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Detector 1 Queue (s)	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Detector 1 Delay (s)	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Detector 2 Position(ft)		94			94			94			94	
Detector 2 Size(ft)		6			6			6			6	
Detector 2 Type		Cl+Ex			Cl+Ex			Cl+Ex			Cl+Ex	
Detector 2 Channel												
Detector 2 Extend (s)		0.0			0.0			0.0			0.0	
Turn Type	Perm	NA		Perm	NA		Perm	NA		Perm	NA	
Protected Phases		6			2			4			8	

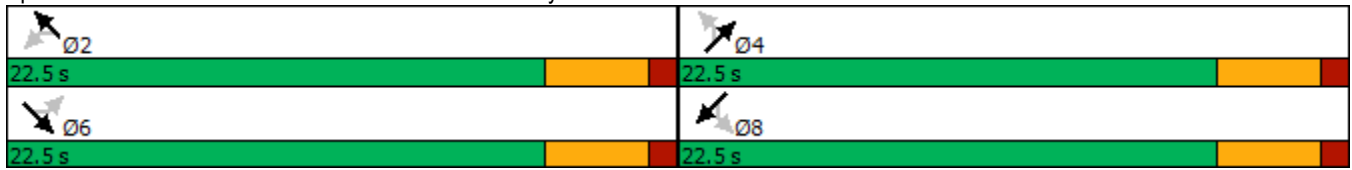
Lanes, Volumes, Timings
3: S 3rd St/N 3rd St & W Broadway St

Existing 2022, AM Peak
12/07/2022
























Lane Group	SEL	SET	SER	NWL	NWT	NWR	NEL	NET	NER	SWL	SWT	SWR
Permitted Phases	6			2			4			8		
Detector Phase	6	6		2	2		4	4		8	8	
Switch Phase												
Minimum Initial (s)	5.0	5.0		5.0	5.0		5.0	5.0		5.0	5.0	
Minimum Split (s)	22.5	22.5		22.5	22.5		22.5	22.5		22.5	22.5	
Total Split (s)	22.5	22.5		22.5	22.5		22.5	22.5		22.5	22.5	
Total Split (%)	50.0%	50.0%		50.0%	50.0%		50.0%	50.0%		50.0%	50.0%	
Maximum Green (s)	18.0	18.0		18.0	18.0		18.0	18.0		18.0	18.0	
Yellow Time (s)	3.5	3.5		3.5	3.5		3.5	3.5		3.5	3.5	
All-Red Time (s)	1.0	1.0		1.0	1.0		1.0	1.0		1.0	1.0	
Lost Time Adjust (s)	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Total Lost Time (s)	4.5	4.5		4.5	4.5		4.5	4.5		4.5	4.5	
Lead/Lag												
Lead-Lag Optimize?												
Vehicle Extension (s)	3.0	3.0		3.0	3.0		3.0	3.0		3.0	3.0	
Recall Mode	Max	Max		Max	Max		None	None		None	None	
Walk Time (s)	7.0	7.0		7.0	7.0		7.0	7.0		7.0	7.0	
Flash Dont Walk (s)	11.0	11.0		11.0	11.0		11.0	11.0		11.0	11.0	
Pedestrian Calls (#/hr)	0	0		0	0		0	0		0	0	
Act Effct Green (s)	18.2	18.2		18.2	18.2		13.3	13.3		13.3	13.3	
Actuated g/C Ratio	0.45	0.45		0.45	0.45		0.33	0.33		0.33	0.33	
v/c Ratio	0.47	0.16		0.04	0.15		0.25	0.48		0.04	0.68	
Control Delay	12.6	3.5		8.3	4.4		12.5	13.2		8.9	16.5	
Queue Delay	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Total Delay	12.6	3.5		8.3	4.4		12.5	13.2		8.9	16.5	
LOS	B	A		A	A		B	B		A	B	
Approach Delay		9.7			5.0			13.0			16.2	
Approach LOS		A			A			B			B	
Queue Length 50th (ft)	38	2		3	4		9	49		2	69	
Queue Length 95th (ft)	102	24		14	27		28	95		10	135	
Internal Link Dist (ft)		516			562			430			469	
Turn Bay Length (ft)	150			100			100			100		
Base Capacity (vph)	555	778		564	797		312	823		464	816	
Starvation Cap Reductn	0	0		0	0		0	0		0	0	
Spillback Cap Reductn	0	0		0	0		0	0		0	0	
Storage Cap Reductn	0	0		0	0		0	0		0	0	
Reduced v/c Ratio	0.47	0.16		0.04	0.15		0.18	0.35		0.03	0.51	
Intersection Summary												
Area Type:	Other											
Cycle Length:	45											
Actuated Cycle Length:	40.6											
Natural Cycle:	45											
Control Type:	Actuated-Uncoordinated											
Maximum v/c Ratio:	0.68											
Intersection Signal Delay:	12.2						Intersection LOS: B					
Intersection Capacity Utilization	56.0%						ICU Level of Service B					
Analysis Period (min)	15											

Splits and Phases: 3: S 3rd St/N 3rd St & W Broadway St



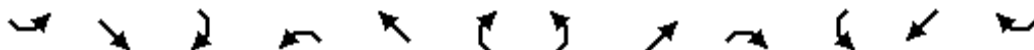
Lanes, Volumes, Timings
3: S 3rd St/N 3rd St & W Broadway St

Existing 2022, PM Peak
12/07/2022

												
Lane Group	SEL	SET	SER	NWL	NWT	NWR	NEL	NET	NER	SWL	SWT	SWR
Lane Configurations												
Traffic Volume (vph)	122	26	85	24	20	27	59	250	21	45	310	136
Future Volume (vph)	122	26	85	24	20	27	59	250	21	45	310	136
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	150		0	100		0	100		0	100		0
Storage Lanes	1		0	1		0	1		0	1		0
Taper Length (ft)	120			120			120			120		
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Frt		0.885			0.915			0.988			0.954	
Flt Protected	0.950			0.950			0.950			0.950		
Satd. Flow (prot)	1736	1644	0	1770	1714	0	1752	1823	0	1787	1755	0
Flt Permitted	0.724			0.680			0.302			0.547		
Satd. Flow (perm)	1323	1644	0	1267	1714	0	557	1823	0	1029	1755	0
Right Turn on Red			Yes			Yes			Yes			Yes
Satd. Flow (RTOR)		92			29			11			59	
Link Speed (mph)		25			25			25			25	
Link Distance (ft)		596			642			510			549	
Travel Time (s)		16.3			17.5			13.9			15.0	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Heavy Vehicles (%)	4%	0%	3%	2%	2%	1%	3%	3%	3%	1%	3%	4%
Adj. Flow (vph)	133	28	92	26	22	29	64	272	23	49	337	148
Shared Lane Traffic (%)												
Lane Group Flow (vph)	133	120	0	26	51	0	64	295	0	49	485	0
Enter Blocked Intersection	No	No	No	No	No	No	No	No	No	No	No	No
Lane Alignment	Left	Left	Right	Left	Left	Right	Left	Left	Right	Left	Left	Right
Median Width(ft)		12			12			12			12	
Link Offset(ft)		0			0			0			0	
Crosswalk Width(ft)		16			16			16			16	
Two way Left Turn Lane												
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)	15		9	15		9	15		9	15		9
Number of Detectors	1	2		1	2		1	2		1	2	
Detector Template	Left	Thru		Left	Thru		Left	Thru		Left	Thru	
Leading Detector (ft)	20	100		20	100		20	100		20	100	
Trailing Detector (ft)	0	0		0	0		0	0		0	0	
Detector 1 Position(ft)	0	0		0	0		0	0		0	0	
Detector 1 Size(ft)	20	6		20	6		20	6		20	6	
Detector 1 Type	Cl+Ex	Cl+Ex		Cl+Ex	Cl+Ex		Cl+Ex	Cl+Ex		Cl+Ex	Cl+Ex	
Detector 1 Channel												
Detector 1 Extend (s)	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Detector 1 Queue (s)	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Detector 1 Delay (s)	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Detector 2 Position(ft)		94			94			94			94	
Detector 2 Size(ft)		6			6			6			6	
Detector 2 Type		Cl+Ex			Cl+Ex			Cl+Ex			Cl+Ex	
Detector 2 Channel												
Detector 2 Extend (s)		0.0			0.0			0.0			0.0	
Turn Type	Perm	NA		Perm	NA		Perm	NA		Perm	NA	
Protected Phases		6			2			4			8	





Lanes, Volumes, Timings
3: S 3rd St/N 3rd St & W Broadway St

Existing 2022, PM Peak
12/07/2022



Lane Group	SEL	SET	SER	NWL	NWT	NWR	NEL	NET	NER	SWL	SWT	SWR
Permitted Phases	6			2			4			8		
Detector Phase	6	6		2	2		4	4		8	8	
Switch Phase												
Minimum Initial (s)	5.0	5.0		5.0	5.0		5.0	5.0		5.0	5.0	
Minimum Split (s)	22.5	22.5		22.5	22.5		22.5	22.5		22.5	22.5	
Total Split (s)	22.5	22.5		22.5	22.5		22.5	22.5		22.5	22.5	
Total Split (%)	50.0%	50.0%		50.0%	50.0%		50.0%	50.0%		50.0%	50.0%	
Maximum Green (s)	18.0	18.0		18.0	18.0		18.0	18.0		18.0	18.0	
Yellow Time (s)	3.5	3.5		3.5	3.5		3.5	3.5		3.5	3.5	
All-Red Time (s)	1.0	1.0		1.0	1.0		1.0	1.0		1.0	1.0	
Lost Time Adjust (s)	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Total Lost Time (s)	4.5	4.5		4.5	4.5		4.5	4.5		4.5	4.5	
Lead/Lag												
Lead-Lag Optimize?												
Vehicle Extension (s)	3.0	3.0		3.0	3.0		3.0	3.0		3.0	3.0	
Recall Mode	Max	Max		Max	Max		None	None		None	None	
Walk Time (s)	7.0	7.0		7.0	7.0		7.0	7.0		7.0	7.0	
Flash Dont Walk (s)	11.0	11.0		11.0	11.0		11.0	11.0		11.0	11.0	
Pedestrian Calls (#/hr)	0	0		0	0		0	0		0	0	
Act Effct Green (s)	18.1	18.1		18.1	18.1		14.5	14.5		14.5	14.5	
Actuated g/C Ratio	0.43	0.43		0.43	0.43		0.35	0.35		0.35	0.35	
v/c Ratio	0.23	0.16		0.05	0.07		0.33	0.46		0.14	0.75	
Control Delay	10.0	4.2		8.6	5.6		15.0	12.4		9.8	18.4	
Queue Delay	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Total Delay	10.0	4.2		8.6	5.6		15.0	12.4		9.8	18.4	
LOS	B	A		A	A		B	B		A	B	
Approach Delay		7.3			6.6			12.9			17.6	
Approach LOS		A			A			B			B	
Queue Length 50th (ft)	20	4		4	3		11	49		8	82	
Queue Length 95th (ft)	50	26		14	17		34	96		23	163	
Internal Link Dist (ft)		516			562			430			469	
Turn Bay Length (ft)	150			100			100			100		
Base Capacity (vph)	575	766		550	761		242	798		447	796	
Starvation Cap Reductn	0	0		0	0		0	0		0	0	
Spillback Cap Reductn	0	0		0	0		0	0		0	0	
Storage Cap Reductn	0	0		0	0		0	0		0	0	
Reduced v/c Ratio	0.23	0.16		0.05	0.07		0.26	0.37		0.11	0.61	
Intersection Summary												
Area Type:	Other											
Cycle Length:	45											
Actuated Cycle Length:	41.7											
Natural Cycle:	45											
Control Type:	Actuated-Uncoordinated											
Maximum v/c Ratio:	0.75											
Intersection Signal Delay:	13.4						Intersection LOS: B					
Intersection Capacity Utilization:	53.4%						ICU Level of Service A					
Analysis Period (min):	15											

Splits and Phases: 3: S 3rd St/N 3rd St & W Broadway St

 Ø2	 Ø4
22.5 s	22.5 s
 Ø6	 Ø8
22.5 s	22.5 s

Lanes, Volumes, Timings
3: S 3rd St/N 3rd St & W Broadway St

Future 2042, AM Peak
12/07/2022

Lane Group	SEL	SET	SER	NWL	NWT	NWR	NEL	NET	NER	SWL	SWT	SWR
Lane Configurations												
Traffic Volume (vph)	361	18	155	33	50	117	79	388	15	21	442	133
Future Volume (vph)	361	18	155	33	50	117	79	388	15	21	442	133
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	150		0	100		0	100		0	100		0
Storage Lanes	1		0	1		0	1		0	1		0
Taper Length (ft)	120			120			120			120		
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Frt		0.866			0.895			0.995			0.965	
Flt Protected	0.950			0.950			0.950			0.950		
Satd. Flow (prot)	1736	1602	0	1770	1679	0	1752	1835	0	1787	1776	0
Flt Permitted	0.643			0.639			0.234			0.384		
Satd. Flow (perm)	1175	1602	0	1190	1679	0	432	1835	0	722	1776	0
Right Turn on Red			Yes			Yes			Yes			Yes
Satd. Flow (RTOR)		168			127			5			40	
Link Speed (mph)		25			25			25			25	
Link Distance (ft)		596			642			510			549	
Travel Time (s)		16.3			17.5			13.9			15.0	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Heavy Vehicles (%)	4%	0%	3%	2%	2%	1%	3%	3%	3%	1%	3%	4%
Adj. Flow (vph)	392	20	168	36	54	127	86	422	16	23	480	145
Shared Lane Traffic (%)												
Lane Group Flow (vph)	392	188	0	36	181	0	86	438	0	23	625	0
Enter Blocked Intersection	No	No	No	No	No	No	No	No	No	No	No	No
Lane Alignment	Left	Left	Right	Left	Left	Right	Left	Left	Right	Left	Left	Right
Median Width(ft)		12			12			12			12	
Link Offset(ft)		0			0			0			0	
Crosswalk Width(ft)		16			16			16			16	
Two way Left Turn Lane												
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)	15		9	15		9	15		9	15		9
Number of Detectors	1	2		1	2		1	2		1	2	
Detector Template	Left	Thru		Left	Thru		Left	Thru		Left	Thru	
Leading Detector (ft)	20	100		20	100		20	100		20	100	
Trailing Detector (ft)	0	0		0	0		0	0		0	0	
Detector 1 Position(ft)	0	0		0	0		0	0		0	0	
Detector 1 Size(ft)	20	6		20	6		20	6		20	6	
Detector 1 Type	Cl+Ex	Cl+Ex		Cl+Ex	Cl+Ex		Cl+Ex	Cl+Ex		Cl+Ex	Cl+Ex	
Detector 1 Channel												
Detector 1 Extend (s)	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Detector 1 Queue (s)	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Detector 1 Delay (s)	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Detector 2 Position(ft)		94			94			94			94	
Detector 2 Size(ft)		6			6			6			6	
Detector 2 Type		Cl+Ex			Cl+Ex			Cl+Ex			Cl+Ex	
Detector 2 Channel												
Detector 2 Extend (s)		0.0			0.0			0.0			0.0	
Turn Type	Perm	NA		Perm	NA		Perm	NA		Perm	NA	
Protected Phases		6			2			4			8	

Lanes, Volumes, Timings
3: S 3rd St/N 3rd St & W Broadway St

Future 2042, AM Peak
12/07/2022



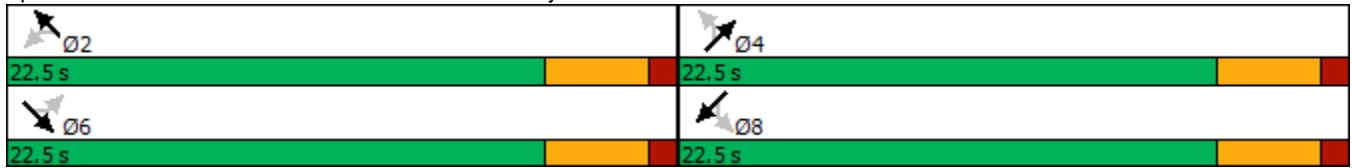
Lane Group	SEL	SET	SER	NWL	NWT	NWR	NEL	NET	NER	SWL	SWT	SWR
Permitted Phases	6			2			4			8		
Detector Phase	6	6		2	2		4	4		8	8	
Switch Phase												
Minimum Initial (s)	5.0	5.0		5.0	5.0		5.0	5.0		5.0	5.0	
Minimum Split (s)	22.5	22.5		22.5	22.5		22.5	22.5		22.5	22.5	
Total Split (s)	22.5	22.5		22.5	22.5		22.5	22.5		22.5	22.5	
Total Split (%)	50.0%	50.0%		50.0%	50.0%		50.0%	50.0%		50.0%	50.0%	
Maximum Green (s)	18.0	18.0		18.0	18.0		18.0	18.0		18.0	18.0	
Yellow Time (s)	3.5	3.5		3.5	3.5		3.5	3.5		3.5	3.5	
All-Red Time (s)	1.0	1.0		1.0	1.0		1.0	1.0		1.0	1.0	
Lost Time Adjust (s)	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Total Lost Time (s)	4.5	4.5		4.5	4.5		4.5	4.5		4.5	4.5	
Lead/Lag												
Lead-Lag Optimize?												
Vehicle Extension (s)	3.0	3.0		3.0	3.0		3.0	3.0		3.0	3.0	
Recall Mode	Max	Max		Max	Max		None	None		None	None	
Walk Time (s)	7.0	7.0		7.0	7.0		7.0	7.0		7.0	7.0	
Flash Dont Walk (s)	11.0	11.0		11.0	11.0		11.0	11.0		11.0	11.0	
Pedestrian Calls (#/hr)	0	0		0	0		0	0		0	0	
Act Effct Green (s)	18.0	18.0		18.0	18.0		17.1	17.1		17.1	17.1	
Actuated g/C Ratio	0.41	0.41		0.41	0.41		0.39	0.39		0.39	0.39	
v/c Ratio	0.82	0.25		0.07	0.24		0.52	0.61		0.08	0.88	
Control Delay	30.4	3.5		8.9	4.6		24.9	15.1		9.4	29.1	
Queue Delay	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Total Delay	30.4	3.5		8.9	4.6		24.9	15.1		9.4	29.1	
LOS	C	A		A	A		C	B		A	C	
Approach Delay		21.7			5.3			16.7			28.4	
Approach LOS		C			A			B			C	
Queue Length 50th (ft)	86	3		5	8		16	83		3	129	
Queue Length 95th (ft)	#217	30		18	36		#65	153		14	#297	
Internal Link Dist (ft)		516			562			430			469	
Turn Bay Length (ft)	150			100			100			100		
Base Capacity (vph)	480	754		486	761		176	753		294	749	
Starvation Cap Reductn	0	0		0	0		0	0		0	0	
Spillback Cap Reductn	0	0		0	0		0	0		0	0	
Storage Cap Reductn	0	0		0	0		0	0		0	0	
Reduced v/c Ratio	0.82	0.25		0.07	0.24		0.49	0.58		0.08	0.83	

Intersection Summary

Area Type: Other
 Cycle Length: 45
 Actuated Cycle Length: 44.1
 Natural Cycle: 45
 Control Type: Actuated-Uncoordinated
 Maximum v/c Ratio: 0.88
 Intersection Signal Delay: 20.8
 Intersection Capacity Utilization 80.5%
 Analysis Period (min) 15
 Intersection LOS: C
 ICU Level of Service D
 # 95th percentile volume exceeds capacity, queue may be longer.






















Queue shown is maximum after two cycles.

Splits and Phases: 3: S 3rd St/N 3rd St & W Broadway St



Lanes, Volumes, Timings
3: S 3rd St/N 3rd St & W Broadway St

Future 2042, PM Peak
12/07/2022

												
Lane Group	SEL	SET	SER	NWL	NWT	NWR	NEL	NET	NER	SWL	SWT	SWR
Lane Configurations												
Traffic Volume (vph)	185	39	129	36	30	41	89	379	32	68	470	206
Future Volume (vph)	185	39	129	36	30	41	89	379	32	68	470	206
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	150		0	100		0	100		0	100		0
Storage Lanes	1		0	1		0	1		0	1		0
Taper Length (ft)	120			120			120			120		
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Frt		0.885			0.913			0.988			0.954	
Flt Protected	0.950			0.950			0.950			0.950		
Satd. Flow (prot)	1736	1644	0	1770	1710	0	1752	1823	0	1787	1755	0
Flt Permitted	0.706			0.643			0.153			0.403		
Satd. Flow (perm)	1290	1644	0	1198	1710	0	282	1823	0	758	1755	0
Right Turn on Red			Yes			Yes			Yes			Yes
Satd. Flow (RTOR)		140			45			10			53	
Link Speed (mph)		25			25			25			25	
Link Distance (ft)		596			642			510			549	
Travel Time (s)		16.3			17.5			13.9			15.0	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Heavy Vehicles (%)	4%	0%	3%	2%	2%	1%	3%	3%	3%	1%	3%	4%
Adj. Flow (vph)	201	42	140	39	33	45	97	412	35	74	511	224
Shared Lane Traffic (%)												
Lane Group Flow (vph)	201	182	0	39	78	0	97	447	0	74	735	0
Enter Blocked Intersection	No	No	No	No	No	No	No	No	No	No	No	No
Lane Alignment	Left	Left	Right	Left	Left	Right	Left	Left	Right	Left	Left	Right
Median Width(ft)		12			12			12			12	
Link Offset(ft)		0			0			0			0	
Crosswalk Width(ft)		16			16			16			16	
Two way Left Turn Lane												
Headway Factor	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Turning Speed (mph)	15		9	15		9	15		9	15		9
Number of Detectors	1	2		1	2		1	2		1	2	
Detector Template	Left	Thru		Left	Thru		Left	Thru		Left	Thru	
Leading Detector (ft)	20	100		20	100		20	100		20	100	
Trailing Detector (ft)	0	0		0	0		0	0		0	0	
Detector 1 Position(ft)	0	0		0	0		0	0		0	0	
Detector 1 Size(ft)	20	6		20	6		20	6		20	6	
Detector 1 Type	Cl+Ex	Cl+Ex		Cl+Ex	Cl+Ex		Cl+Ex	Cl+Ex		Cl+Ex	Cl+Ex	
Detector 1 Channel												
Detector 1 Extend (s)	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Detector 1 Queue (s)	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Detector 1 Delay (s)	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Detector 2 Position(ft)		94			94			94			94	
Detector 2 Size(ft)		6			6			6			6	
Detector 2 Type		Cl+Ex			Cl+Ex			Cl+Ex			Cl+Ex	
Detector 2 Channel												
Detector 2 Extend (s)		0.0			0.0			0.0			0.0	
Turn Type	Perm	NA		Perm	NA		Perm	NA		Perm	NA	
Protected Phases		6			2			4			8	

Lanes, Volumes, Timings
3: S 3rd St/N 3rd St & W Broadway St

Future 2042, PM Peak
12/07/2022



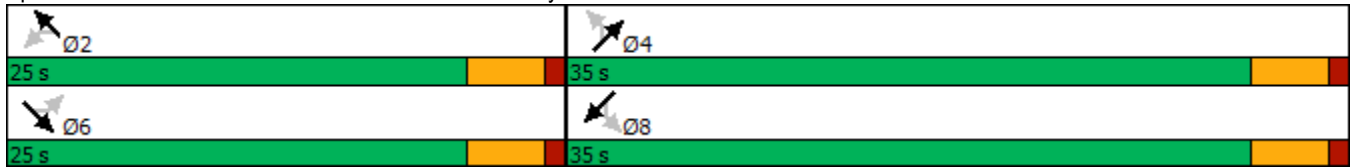
Lane Group	SEL	SET	SER	NWL	NWT	NWR	NEL	NET	NER	SWL	SWT	SWR
Permitted Phases	6			2			4			8		
Detector Phase	6	6		2	2		4	4		8	8	
Switch Phase												
Minimum Initial (s)	5.0	5.0		5.0	5.0		5.0	5.0		5.0	5.0	
Minimum Split (s)	22.5	22.5		22.5	22.5		22.5	22.5		22.5	22.5	
Total Split (s)	25.0	25.0		25.0	25.0		35.0	35.0		35.0	35.0	
Total Split (%)	41.7%	41.7%		41.7%	41.7%		58.3%	58.3%		58.3%	58.3%	
Maximum Green (s)	20.5	20.5		20.5	20.5		30.5	30.5		30.5	30.5	
Yellow Time (s)	3.5	3.5		3.5	3.5		3.5	3.5		3.5	3.5	
All-Red Time (s)	1.0	1.0		1.0	1.0		1.0	1.0		1.0	1.0	
Lost Time Adjust (s)	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Total Lost Time (s)	4.5	4.5		4.5	4.5		4.5	4.5		4.5	4.5	
Lead/Lag												
Lead-Lag Optimize?												
Vehicle Extension (s)	3.0	3.0		3.0	3.0		3.0	3.0		3.0	3.0	
Recall Mode	Max	Max		Max	Max		None	None		None	None	
Walk Time (s)	7.0	7.0		7.0	7.0		7.0	7.0		7.0	7.0	
Flash Dont Walk (s)	11.0	11.0		11.0	11.0		11.0	11.0		11.0	11.0	
Pedestrian Calls (#/hr)	0	0		0	0		0	0		0	0	
Act Effct Green (s)	20.7	20.7		20.7	20.7		26.5	26.5		26.5	26.5	
Actuated g/C Ratio	0.37	0.37		0.37	0.37		0.47	0.47		0.47	0.47	
v/c Ratio	0.42	0.26		0.09	0.12		0.73	0.52		0.21	0.86	
Control Delay	18.4	6.0		14.1	8.1		48.0	12.3		10.0	24.2	
Queue Delay	0.0	0.0		0.0	0.0		0.0	0.0		0.0	0.0	
Total Delay	18.4	6.0		14.1	8.1		48.0	12.3		10.0	24.2	
LOS	B	A		B	A		D	B		A	C	
Approach Delay		12.5			10.1			18.7			22.9	
Approach LOS		B			B			B			C	
Queue Length 50th (ft)	55	10		9	8		24	94		13	188	
Queue Length 95th (ft)	109	47		27	32		#100	160		35	#390	
Internal Link Dist (ft)		516			562			430			469	
Turn Bay Length (ft)	150			100			100			100		
Base Capacity (vph)	473	692		440	656		154	1000		414	983	
Starvation Cap Reductn	0	0		0	0		0	0		0	0	
Spillback Cap Reductn	0	0		0	0		0	0		0	0	
Storage Cap Reductn	0	0		0	0		0	0		0	0	
Reduced v/c Ratio	0.42	0.26		0.09	0.12		0.63	0.45		0.18	0.75	

Intersection Summary

Area Type: Other
 Cycle Length: 60
 Actuated Cycle Length: 56.3
 Natural Cycle: 60
 Control Type: Actuated-Uncoordinated
 Maximum v/c Ratio: 0.86
 Intersection Signal Delay: 18.7
 Intersection LOS: B
 Intersection Capacity Utilization 71.6%
 ICU Level of Service C
 Analysis Period (min) 15
 # 95th percentile volume exceeds capacity, queue may be longer.

Queue shown is maximum after two cycles.

Splits and Phases: 3: S 3rd St/N 3rd St & W Broadway St



Appendix A: Performance Measure Evaluation Criteria

ANNUAL STBG FUNDING EVALUATION CRITERIA		
Base Score by Application Category		45
Base Score	System Capacity Category	15
	Major Reconstruction/Replacement Category	45
	System Optimization Category	30
PM#	EVALUATION CRITERIA	SCORE
Transportation Infrastructure and Services are Well-managed and Optimized		45
1	Project addresses major maintenance including pavement condition or replacement/repair of bridge.	10
	a. Pavement in Excellent or Good condition	0
	b. Pavement in Fair condition	5
	c. Pavement in Poor or Very Poor condition	10
2	Project is on a corridor with existing congestion (Point-Based System)	10
	a. CMP Score of 0-3	0
	b. CMP Score of 4-6	5
	c. CMP Score of 7+	10
4	Project scores points on PM# 8,9,10, or 11 and is partially or entirely located in a environmental justice area	10
	a. Number of EJ areas equals 0-3	0
	b. Number of EJ areas equals 4-5	5
	b. Number of EJ areas equals 6 or more	10
5	Project scores points on PM# 1 or 2 and is on a roadway with high traffic volumes	10
	a. Less than 5,000 AADT	0
	b. 5,000 - 10,000 AADT	5
	c. More than 10,000 AADT	10
6	Project includes digital infrastructure elements that serves a transportation or mobility-related function	5
Enhance Multimodal Transportation Options		20
7	Project scores points in PM# 8, 9, 10, or 13 and is located on an existing or planned transit route.	5
8	Project includes an addition to or improvement of the bicycle network	5
	a. Shared Facility (sharrows, bike route)	2
	b. Dedicated Facility (Shared-Use Path, Bike Lane, Protected/Buffered Bike Lane)	5
9	Project improves pedestrian access and facilities	10
Improve the Region's Environmental Health		10
10	Project increases the number of street tree plantings	5
11	Project is using permeable paving, vegetation or other green streets techniques to manage 1¼ inches of the average rainfall.	5
Further the health, safety, and well-being of all residents in the region.		25
12	Project is located on a high-crash corridor and the project incorporates traffic calming and proven counter measures.	15
	a. 0-50th Percential	5
	b. 50-75 percential	10
	c. 75+ percential	15
13	Project scores points in PM# 7, 8, or 9 and located in area with multimodal access to necessities (jobs, food, medical facilities, and parks)	5
14	Project scores points in PM# 7, 8, or 9 and is within 1/2 mile radius of a school	5
TOTAL POSSIBLE POINTS		100



City of Polk City, Iowa City Council Agenda Communication

Date: 12/05/2022
To: Mayor & City Council
From: Mike Schulte

Subject: Set pay for Kurt Huber, Public Works Operations Specialist 1 Position

BACKGROUND: I would like to hire Kurt Huber to fill the vacant full-time Operations Specialist 1 position in public works. Kurt has worked in the construction field for 25 year and is skilled in heavy equipment operations, concrete construction, carpentry, and specialized construction. We look forward to using Kurt's skills in our department.

Kurt's first day as the Operation Specialist 1 would be 12/19/2022 pending a successful background check and pre-employment drug screen.

ALTERNATIVES: Do not set the pay

FINANCIAL CONSIDERATIONS: \$22 per hour

RECOMMENDATION: I recommend setting the pay for Kurt Huber to fill the vacant Operations Specialist 1 position.



City of Polk City, Iowa City Council Agenda Communication

Date: 12/05/2022
To: Mayor & City Council
From: Mike Schulte

Subject: Set pay for Kurt Hohnstrater, Seasonal Part-Time Position

BACKGROUND: We would like to hire Kurt Hohnstrater to fill the vacant seasonal part time position in public works. Kurt is retired from Pioneer Hi-Breed/Corteva in Johnston after a successful 31-year career there. His skills acquired over that time will fit in with what we are looking for in our seasonal part-time position. Kurt has built a home in Polk City and now resides there.

Kurt's first day will be 12/19/2022 pending a successful background check and pre-employment drug screen.

ALTERNATIVES: Do not set pay.

FINANCIAL CONSIDERATIONS: \$14 per hour

RECOMMENDATION: I recommend setting the pay for Kurt Hohnstrater to fill the vacant Seasonal Part-Time Position.

Polk City Water Department

Monthly Report

Month November

Year 2022

Total Water Pumped 11,467,504 Gallons
Monthly Daily Avg 382,250.1 Gallons

Testing Results

- **SDWA Bacteriological Coliform Analysis** At Plant University Hygienic Lab.
Fecal Coliform Analysis- Sample incubated 35c for 48 hrs then examine for gas production. Gas production verifies presence of fecal coliform organisms.
- **Fluoride Analysis** .2 University Hygienic Lab.
A fluoride concentration of approx. 1mg/l in drinking water effectively reduces dental caries without harmful effects on health. MCL for fluoride is 4.0 mg/l.
Fluoride at Plant- Monthly Average .59 mg/l Polk City Lab.
Fluoride in System- Monthly Average .73 mg/l Polk City Lab.
- **Chlorine Free At Plant- Monthly Average** .81 mg/l Polk City Lab.
Chlorine Total at plant- Monthly Average 2.64 mg/l Polk City Lab.
Chlorine Free in System- Monthly Average .53 mg/l Polk City Lab.
Chlorine Total in System- Monthly Average 1.06 mg/l Polk City Lab.
Chlorine requirement is the quantity of chlorine that must be added to H2O to achieve complete disinfection of pathogens and protozoa. Chlorine residuals will vary widely depending on organic loading. We also use chlorine to oxidize iron prior to filtration.
- **Iron Raw Water- Monthly Average** 7.68 mg/l Polk City Lab.
Iron Finish Water- Monthly Average .05 mg/l Polk City Lab.
Iron System Water- Monthly Average .04 mg/l Polk City Lab.
Iron occurs in rocks and minerals in the earth's crust. It's the 4th most abundant element respectively. Iron has no effect on human health; its main objection is aesthetics. Concentrations of Iron in finish H2O should be between 0.03-0.06mg/l.
- **Manganese Raw Water- Monthly Average** 0.251 mg/l Polk City Lab.
Manganese Finish Water- Monthly Average 0.137 mg/l Polk City Lab.
Manganese System Water- Monthly Average 0.088 mg/l Polk City Lab.
Manganese also occurs in rocks and the earth's crust. It is the 7th most abundant element. Manganese is extremely difficult to remove. Concentrations of Manganese in finish H2O should not exceed 0.05mg/l or black staining of plumbing fixtures may occur. No effect on human health.
- **pH Raw Water Monthly Average** 8.0 mg/l Polk City Lab.
pH Finish Water-Monthly Average 8.0 mg/l Polk City Lab.
pH System Water- Monthly Average 8.4 mg/l Polk City Lab.
pH scale ranges from 0-14 with 7 being considered neutral. Below 7 becomes corrosive to plumbing, above 7 tends to deposit minerals in plumbing. We add caustic soda to maintain proper pH, which should range between 7.5-7.9 in finish water.

Total Tests Performed- Polk City Lab _____

Total Hours to perform tests _____

FINAL PLAT REVIEW

Date: December 12, 2022

Compiled by: Travis Thornburgh, P.E.
Kathleen Connor

Project: Wolf Creek Townhomes Plat 13

Project No.: 121.0581.01

GENERAL INFORMATION:

Applicant: Iowa Asset Acquisition, LLC

Request: Approval of Final Plat

Location: Northwest corner of N. 3rd St.
& Vista Lake Avenue

Size: 3.63 Acres

Zoning: P.U.D.

Proposed use: 26 bi-attached townhomes
1 Outlot (Common)



BACKGROUND & DESCRIPTION:

The subject property is a replat of Outlot 'A' of Wolf Creek Townhomes Plat 3. The proposed improvements are in accordance with the Amended Preliminary Development Plan, Preliminary Plat and Site Plan for Wolf Creek Townhomes Plat 13 approved on July 12, 2021.

The public improvements associated with this plat include the water main, sanitary sewer, and services to each residence, along with the 10' trail on the west side of N. 3rd Street. The storm sewers, streets, and visitor parking stalls within this plat are private and will be owned and maintained by the Townhome Association. Sidewalks, retaining walls, and landscaping will be installed as part of the Building Permit for the adjacent townhome and will also be maintained by the association.

Cultured stone is required on these buildings, with a requirement for 15% stone on the front of each unit and 15% stone on the side of Lots 1, 22, and 24 facing the public street. The 20' setback on the south side of Lot 26 will be reduced to 18' based on the additional right-of-way required to accommodate the roundabout at N. 3rd Street/Vista Lake Avenue. The 25' setback between the garage and the back of curb will be reduced to a 20' setback for lots 20, 21, and 25 only.

Since the Final Plat is in conformance with the approved Preliminary Plat for Wolf Creek Townhomes Plat 13, a recommendation from P&Z is not required prior to Council approval.

FINAL PLAT REVIEW COMMENTS:

- A. **Final Plat Drawing.** All review comments were addressed on Submittal #5.
- B. **Legal Documents.** Prior to City Council consideration of this Final Plat, all legal documents, shall be reviewed and approved by the City Attorney prior to this item being placed on the Council agenda. These documents include:
1. *Easement Vacation documents* have been provided for vacation of the existing Storm Sewer and Overland Flowage Easement on the north side of the. The public hearing for this vacation will be held January 9, 2023.
 2. *Easement documents* have been provided to the City Attorney for review and approval by the City Attorney, including:
 - a. Public Storm Sewer Easement
 - b. Private Storm Sewer Easement
 - c. Public Sanitary Sewer Easement
 - d. Public Water Main Easement
 - e. Ingress/Egress Easement
 - f. Overland Flowage Easement
 - g. Public Utility Easement
 3. *Protective Covenants and Homeowners Association documents* have been provided for an amendment to add Lots 1-26 of WCTH Plat 13 and Outlot Z to the HOA.
 4. *Platting legal documents* including Title Opinion, Consent(s) to Plat, and Certificate of Treasurer.
 5. *Engineering Exhibit* has been provided establishing minimum elevations for certain lots that shall be recorded with the Final Plat.
- C. **Public Improvements Construction.** Construction of the public improvements associated with Wolf Creek Townhomes Plat 13 is substantially complete with the exception of items included on the December 9, 2022 punch list. These items will be covered by an Agreement to Complete, with the developer's check provided as security for their completion by April 14, 2023, with the exception of seeding which shall be completed by May 1, 2023.

The developer's contractors have provided the required four-year Maintenance bonds for all public improvements and a service locates table. Prior to Council acceptance of the public improvements, the developer's professionals will need to provide revised as-built Record Drawings, CAD files of public improvements, and certification that all property corners have been set.

RECOMMENDATION:

Based on the foregoing, staff will recommend Council approval of the Final Plat for Wolf Creek Townhomes Plat 13, subject to the following:

1. City Attorney's review and approval of all legal documents associated with Wolf Creek Townhomes Plat 13 prior to Council action.

2. Council approval of an Agreement to Complete, including the developer's provision of appropriate security to cover the cost of outstanding punchlist items, prior to final plat approval.
3. No Certificates of Occupancy shall be issued until such time as the public improvements have been accepted by City Council.
4. Council approval of the vacation of the existing 30' Storm Sewer and Overland Flowage Easement following public hearing scheduled for January 9, 2023.
5. Council approval of a Resolution Waiving Enforcement of certain Minimum Bulk Regulations at the time of Final Plat approval, including reducing the required minimum setback for Lot 26 adjacent to E. Vista Lake Avenue from 20' to 18' to accommodate the N. 3rd Street/Vista Lake Avenue intersection improvements and reducing the required minimum setback from the back-of-curb to the garage for lots 20, 21, and 25 from a 25 feet setback to a 20 feet setback.
6. Payment in full of all fees to the City of Polk City.

RESOLUTION NO. 2022-164

**A RESOLUTION APPROVING THE FINAL PLAT INCLUDING ENGINEERING EXHIBIT,
AGREEMENT TO COMPLETE, EASEMENTS, WARRANTY DEED AND LEGAL
DOCUMENTS FOR WOLF CREEK TOWNHOMES PLAT 13**

WHEREAS, Iowa Asset Acquisition II, LLC., has submitted a Final Plat including an engineering exhibit, agreement to complete, easements, warranty deed and legal documents for Wolf Creek Townhomes Plat 13; and

WHEREAS, the developer has completed the public improvements except for those items listed on the punchlist dated December 1, 2022 attached hereto; and

WHEREAS, the developer has signed an Agreement to Complete which covers their responsibility for the remaining public improvements and for completing the seeding; and

WHEREAS, the developer has provided a Certified Check in the amount of \$1,960.00 which shall be deposited and held as security for the completion of the remaining punchlist items; and

WHEREAS, the developer has provided a Certified Check in the amount of \$2,500.00 to cover the cost of establishing of seeding, said check to be returned by the City Manager once grass is established and all fees are paid; and

WHEREAS, the City Engineer and City Attorney have reviewed the Final Plat and all necessary legal documents including warranty deeds, agreements, and easements and finds that all review comments have been satisfactorily addressed and therefore recommends approval of said Final Plat provided no Certificates of Occupancy are issued prior to acceptance of the public improvements.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Polk City, Iowa hereby accepts the recommendations of the City Engineer and the City Attorney and deems it appropriate to approve the Final Plat including Engineering Exhibit, Agreement to Complete, Easements and Warranty Deed for Wolf Creek Townhomes Plat 13 subject to no Certificates of Occupancy being issued until the public improvements have been accepted.

PASSED AND APPROVED the 14 day December 2022.

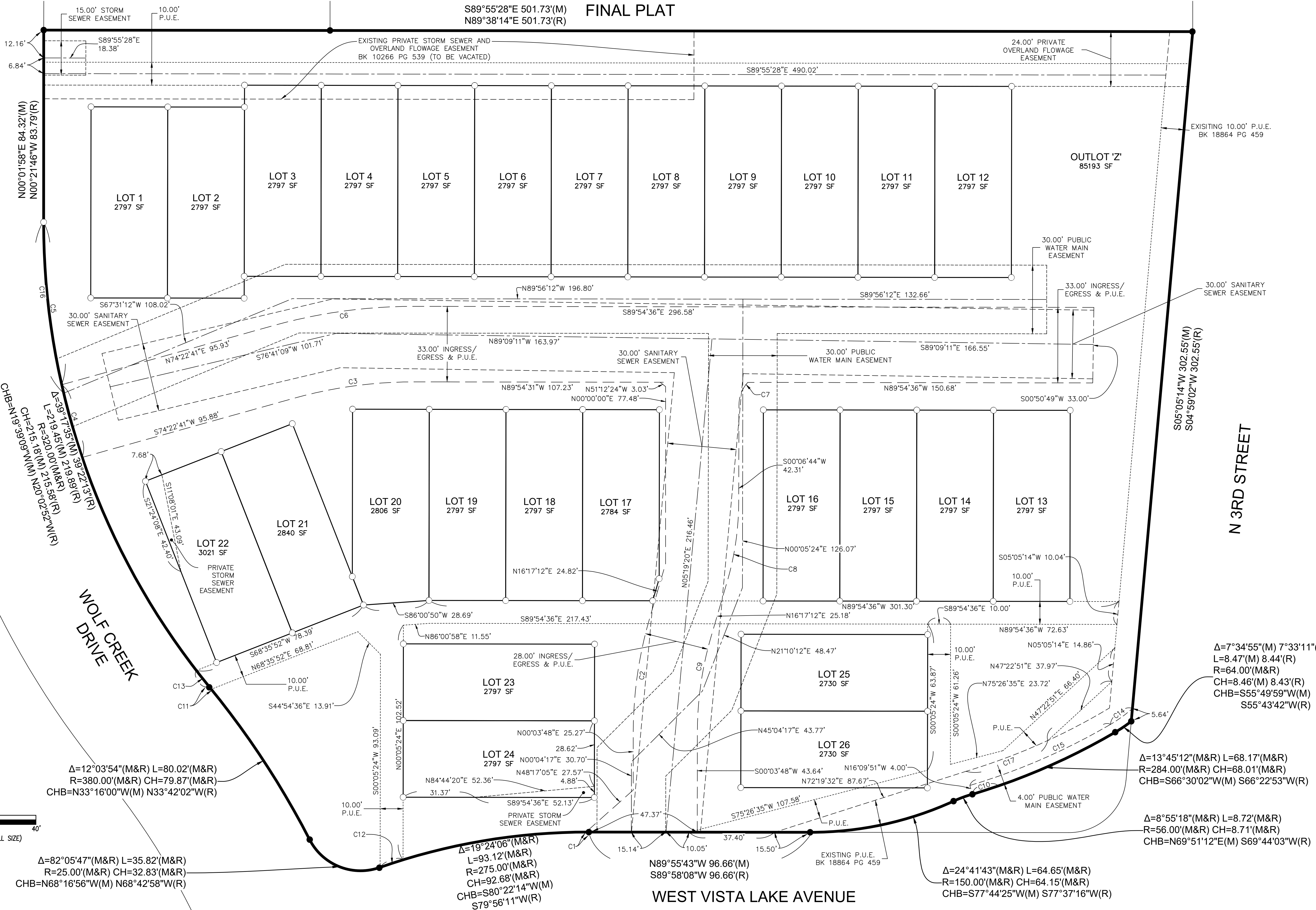
Steve Karsjen, Mayor

ATTEST:

Jenny Coffin, City Clerk

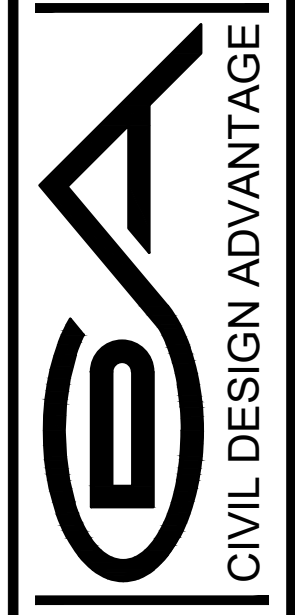
WOLF CREEK TOWNHOMES PLAT 13

S89°55'28"E 501.73'(M) FINAL PLAT
N89°38'14"E 501.73'(R)



REVISIONS	DATE
REVISED	12/12/22
FINAL SUBMITTAL	12/05/22
SECOND SUBMITTAL	10/04/22
FIRST SUBMITTAL	03/22/22

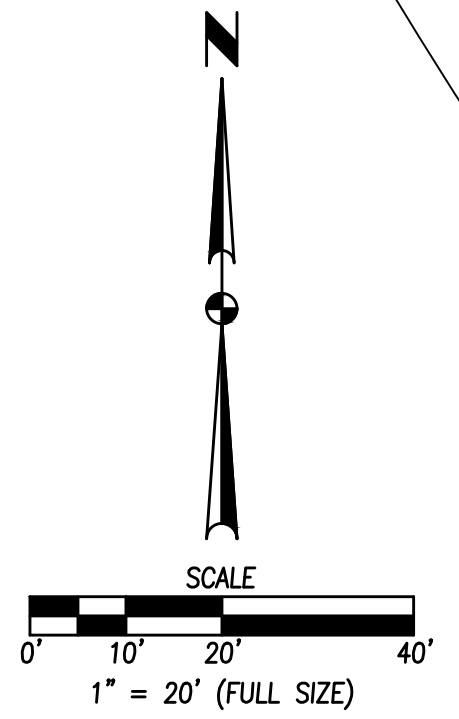
4121 NW URBANDALE DRIVE
URBANDALE, IOWA 50322
PHONE: (515) 369-4400



POLK CITY, IOWA

WOLF CREEK TOWNHOMES
PLAT 13
FINAL PLAT

FILE: H:\2020\2006287\WOLF\2006287-FINAL PLATING...
DATE PLOTTED: 12/12/2022 11:28 AM
DRAWN BY: JAK EROHAI



$\Delta=12^{\circ}03'54''$ (M&R) L=80.02'(M&R)
R=380.00'(M&R) CH=79.87'(M&R)
CHB=N33°16'00"W(M) N33°42'02"W(R)

$\Delta=82^{\circ}05'47''$ (M&R) L=35.82'(M&R)
R=25.00'(M&R) CH=32.83'(M&R)
CHB=N68°16'56"W(M) N68°42'58"W(R)

$\Delta=19^{\circ}24'06''$ (M&R) L=93.12'(M&R)
R=275.00'(M&R)
CH=92.68'(M&R)
CHB=S80°22'14"W(M)
S79°56'11"W(R)

$\Delta=7^{\circ}34'55''$ (M) $7^{\circ}33'11''$ (R)
L=8.47'(M) 8.44'(R)
R=64.00'(M&R)
CH=8.46'(M) 8.43'(R)
CHB=S55°49'59"W(M)
S55°43'42"W(R)

$\Delta=13^{\circ}45'12''$ (M&R) L=68.17'(M&R)
R=284.00'(M&R) CH=68.01'(M&R)
CHB=S66°30'02"W(M) S66°22'53"W(R)

$\Delta=8^{\circ}55'18''$ (M&R) L=8.72'(M&R)
R=56.00'(M&R) CH=8.71'(M&R)
CHB=N69°51'12"E(M) S69°44'03"W(R)

$\Delta=24^{\circ}41'43''$ (M&R) L=64.65'(M&R)
R=150.00'(M&R) CH=64.15'(M&R)
CHB=S77°44'25"W(M) S77°37'16"W(R)

ENGINEER / SURVEYOR

CIVIL DESIGN ADVANTAGE
 4121 NW URBANDALE DRIVE
 URBANDALE, IOWA 50322

OWNER / DEVELOPER

IOWA ASSET ACQUISITION, LLC
 2540 73RD ST.
 URBANDALE, IOWA 50322

PLAT DESCRIPTION

OUTLOT 'A', WOLF CREEK TOWNHOMES PLAT 3, AN OFFICIAL PLAT IN THE CITY OF POLK CITY, POLK COUNTY, IOWA EXCEPT RIGHT OF WAY ACQUISITION AREA AS SHOWN ON THE ACQUISITION PLAT RECORDED IN BOOK 18864, PAGE 457.

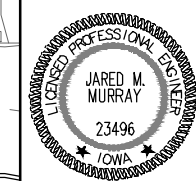
THE PROPERTY CONTAINS 3.63 ACRES (158,040 SQUARE FEET) AND IS SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

NOTES:

1. THE MINIMUM OPENING ELEVATION (M.O.E.) SHALL BE THE ELEVATION OF THE LOWEST OPENING IN THE FOUNDATION.
2. THE MINIMUM BASEMENT ELEVATION (M.B.E.) SHALL BE THE ELEVATION OF THE LOWEST FLOOR, INCLUDING BASEMENT.
3. AN ELEVATION CERTIFICATE SHALL BE PROVIDED TO THE CITY PRIOR TO ISSUANCE OF A CERTIFICATE OF OCCUPANCY ON ALL LOTS WITH A DESIGNATED M.B.E. OR M.O.E TO DEMONSTRATE PROTECTION ELEVATION REQUIREMENTS HAVE BEEN MET.



FILE: H:\2020\202007\202007\ENGINEER EXHIBIT\WOLF CREEK TOWNHOMES PLAT 13.DWG
 PLOT DATE: 7/7/2022 11:14 AM
 PLOTTER: JARED MURRAY



I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.

Jared Murray 07/07/2022
 JARED M. MURRAY, P.E. DATE

LICENSE NUMBER 23496
 MY LICENSE RENEWAL DATE IS DECEMBER 31, 2023
 PAGES OR SHEETS COVERED BY THIS SEAL:
 THIS SHEET

AGREEMENT TO COMPLETE PUBLIC IMPROVEMENTS
WOLF CREEK TOWNHOMES PLAT 13

THIS AGREEMENT made and entered into as of the ___ day of _____, 2022, by Iowa Asset Acquisition, LLC, an Iowa limited liability company, c/o Sasi Karuturi, 2540 73rd Street, Urbandale IA 50322 ("Developer") and the City of Polk City, Iowa, an Iowa municipal corporation ("Polk City").

WHEREAS, on October 11, 2021, the City of Polk City approved the Construction Drawings for Public Improvements for Wolf Creek Townhomes Plat 13 ("Plat"); and

WHEREAS, the Developer has submitted to Polk City the final plat entitled Wolf Creek Townhomes Plat 13 for its consideration and approval; and

WHEREAS, the Developer has substantially completed construction of the public improvements in accordance with said approved Construction Drawings for Wolf Creek Townhomes Plat 13, however certain improvements have not yet been completed by the Developer to the satisfaction of Polk City.

NOW, THEREFORE, for and in consideration of Polk City approving said Plat and in further consideration of the mutual promises and covenants herein contained, the parties hereto do hereby agree as follows:

1. It shall be Developer's responsibility to inform prospective buyer(s) of Lots 13 and 26 in Wolf Creek Townhomes Plat 13 of their responsibility to design and construct the nearby retaining walls as part of the Building Permit for said lots prior to title transfer unless said retaining walls have already been constructed at the time of title transfer. If not constructed, Developer shall make prospective buyer(s) aware said retaining wall design must be completed by a structural engineer licensed in the state of Iowa.
2. Developer has not yet completed the seeding such that grass has been established within the Plat boundary. Developer agrees grass will be established on or before May 1, 2023.
3. Developer has provided a check in the amount of **\$ 2,500.00** to Polk City as security for the completion of the seeding and establishment of grass.
4. Developer has not yet completed the attached Punchlist dated December 9, 2022. Developer shall complete these Punchlist items (the "Improvements") in accordance with Polk City specifications and the approved Construction Drawings. All Punchlist items shall be completed and ready for Council acceptance, with the exception of the establishment of seeding, before any temporary or permanent

Certificates of Occupancy are issued for any lot in Wolf Creek Townhomes Plat 13 or before April 15, 2023, whichever comes first.

5. Developer has provided a certified check in the amount of **\$1,960.00** to Polk City as security for the completion of the Improvements, with the exception of seeding and establishment of grass.
6. Developer agrees that in the event Developer fails to complete the Improvements and/or seeding in accordance with this Agreement, Polk City may cause the seeding and/or construction of Improvements to be completed and upon receipt of any invoice therefor, Polk City shall use the funds provided by the Developer to pay any and all actual costs incurred by Polk City. Costs shall include but not be limited to legal services, engineering services including construction observation, street signs, and services of other persons or entities employed by Polk City (other than Polk City staff personnel) for, or any way involved in, the review and inspection of Wolf Creek Townhomes Plat 13 and all Improvements intended for public use or benefit or to be constructed or caused to be constructed by the Developer.
7. Following completion of the Improvements and payment of all fees, the Public Improvements for Wolf Creek Townhomes Plat 13 shall be accepted by the City Council of Polk City. Thereafter, the City Manager shall return the balance of said check, with the exception of the amount designated for seeding and establishment of grass.
8. Following establishment of grass and payment of all fees, the City Manager shall return the balance of said check designated for such work.
9. Sidewalks and landscaping within the Plat will be constructed with the Building Permit for each individual lot in accordance with the approved Site Plan.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the day and year first above written.

IOWA ASSET ACQUISITION, LLC

CITY OF POLK CITY, IOWA

By: _____

By: _____

Steve Karsjen, Mayor

Name: _____

ATTEST:

Title: _____

Jenny Coffin, City Clerk

POLK CITY: WOLF CREEK TOWNHOMES PLAT 13
PUNCH LIST

Walk-Thru / Punchlist #1: November 9, 2022

Punchlist Update #1: December 1, 2022

Punchlist Update #2: December 7, 2022

Punchlist Update #3: December 9, 2022

The following items shall be completed prior to Council acceptance of the public improvements and approval of the Final Plat for Wolf Creek Townhomes Plat 13:

PUBLIC IMPROVEMENTS:

General:

1. Seed all disturbed areas following repairs.
2. Following completion of all other punchlist items, sweep all public streets adjacent to the development that were impacted by construction traffic.
3. Following completion of all other punchlist items, sweep all public sidewalks and trails along project street frontage.
4. Backfill sidewalk located west of Wolf Creek Drive between 910 and 920 Wolf Creek Drive. Refer to email from Nick Furness on December 7, 2022.
5. ~~Backfill all sidewalks and trails.~~
6. ~~Provide a Service Locates Table for all services, both public and private, for use by City Staff.~~
7. ~~Provide quantity and price breakdown supporting maintenance bond amount from Rognes Corp. Breakdown should include enough information to confirm and clarify appropriate improvements are included within the coverage.~~
8. Clear soil and debris from existing 24" FES that appears to have been buried during construction. FES is labeled as "Discharge Point #2" on Sheet 8.0 of the Site Plan. Refer to email from Nick Furness on December 7, 2022. Clean downstream storm sewer as directed by Polk City Public Works to ensure all downstream storm sewer systems are clear of debris.
9. Final grade all areas between sidewalk and curb along existing public streets, including W Vista Lake Avenue and Wolf Creek Drive.

Paving:

10. ~~Remove plastic from all detectable warning panels.~~
11. Pave remaining trail to the north property line along N. 3rd Street and remove and replace damaged panel of previously installed trail. If continued delays due to utility conflicts occur, the City would be receptive to this work being covered by an Agreement to

Complete with a check equal to the estimated cost of the remaining trail as security that will be returned upon completion.

12. Install missing sidewalk ramp in the northeast quadrant of E. Trace Way & Vista Lake Avenue Intersection.

Water Main:

- ~~13. Remove all hydrant chains.~~
- ~~14. Polk City Public Works to confirm tracer wire is functioning appropriately and will coordinate directly with Contractor regarding necessary repairs.~~

Sanitary Sewer:

- ~~15. Install spray foam between the casting and infiltration barrier in S-1.~~
- ~~16. Install spray foam between the casting and infiltration barrier in S-3.~~
- ~~17. Clear dirt and debris from S-EX4.~~

SITE PLAN IMPROVEMENTS:

General:

1. Following completion of all other punchlist items, sweep all private streets.
2. Install all required erosion control measures, including but not limited to filter sock, silt fence, and inlet protection devices.
3. Install modular block retaining walls as described in the Site Plan, including provision of detailed design of both walls by a P.E. This item will be included in the Agreement to Complete referenced previously.

Paving:

4. Install cluster mailbox pad.

Storm Sewer:

- ~~5. Remove intake top form boards from all storm sewer structures~~
- ~~6. Find and clean the following structures that were buried on walk-thru #1:
 - a. ST-EX3
 - b. ST-6
 - c. ST-8~~
- ~~7. Clear all residual dirt and debris downstream of buried structures referenced above. Polk City Public Works will visually inspect these structures once found and determine the extent of cleaning operations.~~
- ~~8. Clear debris from ST-7.~~
- ~~9. Install a 24" round concrete pad around all subdrain cleanouts.~~

ENGINEERING ITEMS:

1. Revise As-Built Record Drawings to include the following modified information:
 - a. *Provide as-built data for the sidewalk ramp located east of the W. Vista Lake Avenue & East Trace Way intersection.*
 - b. *Provide revised Station and Offset for all surface water main appurtenances.*
 - c. *Provide revised Station and Offset information for all sanitary sewer manholes.*
2. ~~Provide certified statement that as built grading and swales fulfill the requirements of the SWMP.~~
3. Provide CADD file of all public improvements so utilities can be added to Polk City's GIS database. *Currently under review.*

DEVELOPER ITEMS:

4. The developer shall be responsible for ongoing mowing of all grass and weeds in accordance with the Polk City Weed Ordinance.
5. Contact Nick Furness for punchlist update when all contractor items have been addressed.
6. Engineering review fees must be paid in full.

NOTE: The City reserves the right to, on a subsequent walk-thru, add additional punchlist items that do not appear on the original punchlist due to damage caused during addressing of the above punchlist items.



720 SW Goodwin Street
 Ankeny, IA 50023
 P: (515) 965-0030
 F: (515) 965-0998
 crognes@rognescorp.com

To:	PARAMOUNT LAND	Contact:	SASI KARUTURI
Address:	2540 73RD STREET URBANDALE, IA 50322	Phone:	515-735-8896
Project Name:	POLK CITY - WOLF CREEK TOWNHOMES PLAT 13	Bid Number:	
Project Location:		Bid Date:	

Item #	Item Description	Estimated Quantity	Unit
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A. PUBLIC

1	CONNECT TO EXISTING SANITARY SEWER	1.00	EACH
2	SANITARY SEWER 8" SDR 26	598.00	LF
3	SANITARY SERVICE STUB	26.00	EACH
4	SANITARY CLEANOUT REMOVAL	2.00	EACH
5	CONNECT TO EXISTING WATER MAIN	2.00	EACH
6	WATER MAIN 8"	616.00	LF
7	WATER SERVICE STUB 1"	26.00	EACH
8	VALVE 8"	2.00	EACH
9	FIRE HYDRANT ASSEMBLY	2.00	EACH
10	SW-301 MANHOLE	4.00	EACH
11	SANITARY AND STORM TELEVISION	1.00	LS
17	PUBLIC BOND	1.00	LS
Total Price for above A. PUBLIC Items:			\$192,612.00


B. PRIVATE

12	SW-401 MANHOLE	1.00	EACH
13	SW-501 INTAKE	2.00	EACH
14	SW-505 INTAKE	2.00	EACH
15	12" HDPE STORM	275.00	LF
16	15" HDPE STORM	315.00	LF
Total Price for above B. PRIVATE Items:			\$53,620.00

Total Bid Price: \$246,232.00

Notes:

- Specific Exclusions:
 Survey
 Outside Testing
 Removals
 Haul excavation spoils off site
 Traffic Control
 Dewatering
 Private Locates
 Concrete Washout containers
 Trash Dumpster
 Clean up of debris by others
- Prices are good for 15 days due to material shortages. Escalation fees are subject to be imposed to the proposal price after this time.

ACCEPTED: The above prices, specifications and conditions are satisfactory and hereby accepted. Buyer: <u>Paramount Land</u> Signature: <u>Sasi Karuturi</u> Date of Acceptance: <u>11/11/2021</u>	CONFIRMED: Rognes Corp Authorized Signature:  Estimator: _____
--	--

Recorded: 11/2/2021 at 8:19:01.0 AM
County Recording Fee: \$27.00
Iowa E-Filing Fee: \$3.00
Combined Fee: \$30.00
Revenue Tax:
Polk County, Iowa
Julie M. Haggerty RECORDER
Number: 202100115611
BK: 18838 PG: 941

WHEN RECORDED RETURN TO:

Amy S. Beattie
6701 Westown Parkway, Suite 100
West Des Moines, Iowa 50266

Preparer Information: Amy S. Beattie, 6701 Westown Parkway, Suite 100, West Des Moines, Iowa 50266 (515) 274-1450

PUBLIC UTILITY EASEMENT

KNOW ALL PERSONS BY THESE PRESENTS:

That the undersigned, Iowa Asset Acquisition II, LLC, an Iowa limited liability company, of the City of Polk City, County of Polk, State of Iowa, hereinafter referred to as "Grantor", in consideration of the sum of one dollar (\$1.00), and other valuable consideration, in hand paid by the City of Polk City, Iowa, receipt of which is hereby acknowledged, do hereby sell, grant and convey unto the City of Polk City, Iowa, a municipal corporation, in the County of Polk, State of Iowa, hereinafter referred to as "Grantee" or "City", a permanent easement under, through, and across the following described real estate:

A PART OF OUTLOT 'A' WOLF CREEK TOWNHOMES PLAT 3, AN OFFICIAL PLAT IN THE CITY OF POLK CITY, POLK COUNTY, IOWA, AND DESCRIBED AS FOLLOWS:

BEGINNING AT A NORTHEAST CORNER OF SAID OUTLOT 'A'; THENCE SOUTH 04°59'02" WEST ALONG THE EAST LINE OF SAID OUTLOT 'A', 302.55 FEET; THENCE SOUTHWESTERLY ALONG A CURVE CONCAVE NORTHWESTERLY WHOSE RADIUS IS 64.00 FEET, WHOSE ARC LENGTH IS 8.44 FEET AND WHOSE CHORD BEARS SOUTH 55°43'42" WEST, 8.43 FEET; THENCE SOUTHWESTERLY ALONG A CURVE CONCAVE NORTHWESTERLY WHOSE RADIUS IS 284.00 FEET, WHOSE ARC LENGTH IS 68.17 FEET AND WHOSE CHORD BEARS SOUTH 66°44'03" WEST, 68.01 FEET; THENCE WESTERLY ALONG A CURVE CONCAVE SOUTHERLY WHOSE RADIUS IS 56.00 FEET, WHOSE ARC LENGTH IS 8.72 FEET AND WHOSE CHORD BEARS SOUTH 69°44'03" WEST, 8.71 FEET; THENCE SOUTHWESTERLY ALONG A CURVE CONCAVE NORTHWESTERLY WHOSE RADIUS IS 150.00 FEET, WHOSE ARC LENGTH IS 64.65 FEET AND WHOSE CHORD BEARS SOUTH 77°37'16" WEST, 64.15 FEET TO THE SOUTH LINE OF SAID OUTLOT 'A'; THENCE SOUTH 89°58'08" WEST ALONG SAID SOUTH LINE, 14.22 FEET; THENCE NORTH 72°13'20" EAST, 86.46 FEET; THENCE NORTHEASTERLY ALONG A CURVE CONCAVE NORTHERLY WHOSE RADIUS IS 274.00 FEET, WHOSE ARC LENGTH IS 68.48 FEET AND WHOSE CHORD BEARS NORTH 66°03'50" EAST, 68.30 FEET; THENCE NORTH 04°59'02" EAST, 297.19 FEET TO THE NORTH LINE OF SAID OUTLOT 'A'; THENCE SOUTH 89°59'42" EAST

ALONG SAID NORTH LINE, 10.04 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.10 ACRES (4,459 S.F.).

PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

That the above described easement is granted unto the City of Polk City, Iowa, for the purpose of constructing, reconstructing, repairing, replacing, enlarging, inspecting and maintaining the following public improvements:

Public Utility

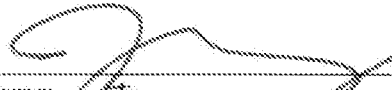
1. Erection and Placement of Structures, Obstructions, Plantings or Materials Prohibited. Grantor and its grantees, assigns and transferees shall not erect any fence or other structure under, over, on, through, across or within the Easement Area without obtaining the prior written consent of the City, nor shall Grantor cause or permit any obstruction, planting or material to be placed under, over, on, through, across or within the Easement Area without obtaining the prior written consent of the City.
2. Change of Grade Prohibited. Grantor and its grantees, assigns and transferees shall not change the grade, elevation or contour of any part of the Easement Area without obtaining the prior written consent of the City. The City shall have the right to restore any changes in grade, elevation or contour without prior written consent of the Grantor, its grantees, assigns or transferees.
3. Right of Access. The City shall have the right of access to the Easement Area and have all rights of ingress and egress reasonably necessary for the use and enjoyment of the Easement Area from property adjacent thereto as herein described, including but not limited to, the right to remove any unauthorized fences, structures, obstruction, planting or material placed or erected under, over, on, through, across or within the Easement Area.
4. Property to be Restored. The City shall restore the Easement Area after exercising its rights hereunder, provided, however, that the City's duty of restoration shall be limited to grading and replacing grass, sod or any other ground cover (but not including any structures, trees or shrubs). The City shall not be responsible for any construction, reconstruction, replacement, repair or maintenance of any improvements located within the Easement Area. Unless done at the direction or by the authority of the City, nothing in this Easement shall obligate the City to perform any work or engage in any repair or restoration of the Easement Area resulting from actions taken by other individuals or entities (i.e., utility companies).
5. Liability. Except as may be caused by the negligent acts or omissions of the City, its employees, agents or its representatives, the City shall not be liable for injury or property damage occurring in or to the Easement Area, the property abutting said Easement Area, nor for property damage or any improvements or obstructions thereon resulting from the City's exercise of this Easement. Grantor agrees to indemnify and hold City, its employees, agents and representatives harmless against any loss, damage, injury or any claim or lawsuit for loss, damage or injury arising out of or resulting from the negligent or intentional acts or omissions of Grantor or its employees, agents or representatives.
6. Easement Benefit. This Easement shall be for the benefit of the City, its successors and assigns, and its permittees and licensees. The term "City" as used herein shall refer to the City of Polk City, Iowa, its agents, employees, contractors, successors and assigns.

7. Easement Runs with Land. This Easement shall be deemed perpetual and to run with the land and shall be binding on Grantor and on Grantor's heirs, successors and assigns.
8. Consent and Subordination of Mortgage Holder(s). By signing this Agreement, the undersigned lender, its successors and assigns consents to the terms of this easement agreement and hereby subordinates its interest in the Easement Area to the interest of the City and its successors and assigns.
9. Approval by City Council. This Easement shall not be binding until it has received the final approval and acceptance by the City Council by Resolution which approval and acceptance shall be noted on this Easement by the City Clerk.

That the Grantor does hereby covenant with the said Grantee, and successor-in-interest, that said Grantor holds said real estate by title and fee simple; that it has good and lawful authority to sell and convey the same; that said premises are free and clear of all liens and encumbrances whatsoever, except as may be herein stated; that said Grantor covenants to warrant and defend the said premises against the lawful claims of all persons whomsoever, except as may be herein stated.

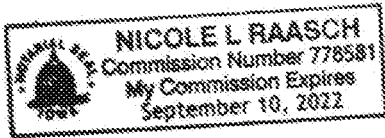
IN WITNESS WHEREOF, we have hereunto affixed our hands this 11 day of October 2021.

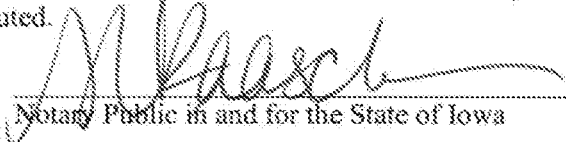
GRANTOR:
Iowa Asset Acquisition II, LLC
an Iowa limited liability company


Name: James M. Miller
Its: Manager

STATE OF IOWA)
) ss:
COUNTY OF POLK)

On this 11 day of October, 2021 before me, a Notary Public in and for said county, personally appeared JAMES M. MILLER, to me personally known, who being by me duly (sworn or affirmed) did say that he is the manager of said entity, that said instrument was signed on behalf of the said entity by authority of its officers; and, that said JAMES M. MILLER, as such manager, acknowledged the execution of said instrument to be the voluntary act and deed of said entity, by it and by him voluntarily executed.




Notary Public in and for the State of Iowa

Consented to by: _____
Name: _____
Its: _____

STATE OF IOWA)
) ss:
COUNTY OF POLK)

On this _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for the State of Iowa, personally appeared _____ to me personally know, who being by me duly sworn, did say that he/she is the _____ of the entity executed the within and foregoing instrument, that no seal has been procured by the entity; that the instrument was signed on behalf of the entity and by authority of its officers; and that _____, as _____, acknowledged the execution of the foregoing instrument to be the voluntary act and deed of the entity, by it and by him/her voluntarily executed.

Notary Public in and for the State of Iowa

ACCEPTANCE BY CITY

STATE OF IOWA)
) ss:
COUNTY OF POLK)

I, Jenny Collier City Clerk of the City of Polk City, Iowa, do hereby certify that the within and foregoing Easement was duly approved and accepted by the City Council of said City by Resolution No. 2021-108, passed on the 25 day of October, 2021, and this certificate is made pursuant to authority contained in said Resolution.

Signed this 25 day of October, 2021.



City Clerk of the City of Polk City, Iowa

INDEX LEGEND

SURVEYOR'S NAME / RETURN TO:
 TERRY L. COADY
 SNYDER & ASSOCIATES, INC.
 2727 SW SNYDER BOULEVARD
 ANKENY, IOWA 50023
 515-964-2020
 TLCOADY@SNYDER-ASSOCIATES.COM
 SERVICE PROVIDED BY:
 SNYDER & ASSOCIATES, INC.
 SURVEY LOCATED:
 OUTLOT 'A'
 WOLF CREEK TOWNHOMES PLAT 3
 SECTION 36-81-25
 REQUESTED BY:
 CITY OF POLK CITY

Recorded: 11/17/2021 at 9:27:44.0 AM
County Recording Fee: \$12.00
Iowa E-Filing Fee: \$3.00
Combined Fee: \$15.00
Revenue Tax:
Polk County, Iowa
Julie M. Haggerty RECORDER
Number: 202100121191
BK: 18864 PG: 459

EASEMENT PLAT

PERMANENT PUBLIC UTILITY EASEMENT BEING CONVEYED TO POLK CITY, IOWA.

EASEMENT DESCRIPTION

A PART OF OUTLOT 'A', WOLF CREEK TOWNHOMES PLAT 3, AN OFFICIAL PLAT IN THE CITY OF POLK CITY, POLK COUNTY, IOWA AND DESCRIBED AS FOLLOWS:

BEGINNING AT A NORTHEAST CORNER OF SAID OUTLOT 'A'; THENCE SOUTH 04°59'02" WEST ALONG THE EAST LINE OF SAID OUTLOT 'A', 302.55 FEET; THENCE SOUTHWESTERLY ALONG A CURVE CONCAVE NORTHWESTERLY WHOSE RADIUS IS 64.00 FEET, WHOSE ARC LENGTH IS 8.44 FEET AND WHOSE CHORD BEARS SOUTH 55°43'42" WEST, 8.43 FEET; THENCE SOUTHWESTERLY ALONG A CURVE CONCAVE NORTHWESTERLY WHOSE RADIUS IS 284.00 FEET, WHOSE ARC LENGTH IS 68.17 FEET AND WHOSE CHORD BEARS SOUTH 66°22'53" WEST, 68.01 FEET; THENCE WESTERLY ALONG A CURVE CONCAVE SOUTHERLY WHOSE RADIUS IS 56.00 FEET, WHOSE ARC LENGTH IS 8.72 FEET AND WHOSE CHORD BEARS SOUTH 69°44'03" WEST, 8.71 FEET; THENCE SOUTHWESTERLY ALONG A CURVE CONCAVE NORTHWESTERLY WHOSE RADIUS IS 150.00 FEET, WHOSE ARC LENGTH IS 64.65 FEET AND WHOSE CHORD BEARS SOUTH 77°37'16" WEST, 64.15 FEET TO THE SOUTH LINE OF SAID OUTLOT 'A'; THENCE SOUTH 89°58'08" WEST ALONG SAID SOUTH LINE, 14.22 FEET; THENCE NORTH 72°13'20" EAST, 86.46 FEET; THENCE NORTHEASTERLY ALONG A CURVE CONCAVE NORTHERLY WHOSE RADIUS IS 274.00 FEET, WHOSE ARC LENGTH IS 68.48 FEET AND WHOSE CHORD BEARS NORTH 66°03'50" EAST, 68.30 FEET; THENCE NORTH 04°59'02" EAST, 297.19 FEET TO THE NORTH LINE OF SAID OUTLOT 'A'; THENCE SOUTH 89°59'42" EAST ALONG SAID NORTH LINE, 10.04 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.10 ACRES (4,459 S.F.).

PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

DATE OF SURVEY

MAY 6, 2021

OWNER

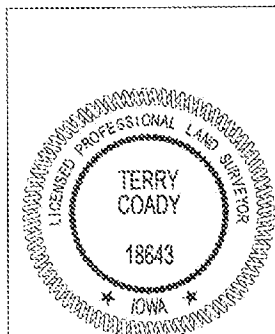
IOWA ASSET ACQUISITION LLC
 2540 73RD STREET
 URBANDALE, IOWA 50322

BASIS OF BEARING

FOR THE PURPOSE OF THIS SURVEY THE SOUTH LINE OF OUTLOT 'A', WOLF CREEK TOWNHOMES PLAT 3, IS ASSUMED TO BEAR SOUTH 89°58'08" WEST.

LEGEND

Survey	Found	Set
Section Corner	▲	△
1/2" Rebar, Yellow Plastic Cap #18643 (Unless Otherwise Noted)	●	○
Platted Distance	P	
Measured Bearing & Distance	M	
Recorded As	R	
Deed Distance	D	
Calculated Distance	C	
Centerline	-----	
Section Line	-----	
1/4 Section Line	-----	
1/4 1/4 Section Line	-----	
Easement Line	-----	
Yellow Plastic Cap	YPC	



I hereby certify that this land surveying document was prepared and the related survey work was performed by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

Terry Coady 11-8-2021
 Terry Coady, PLS Date

License Number 18643
 My License Renewal Date is December 31, 2021

Pages or sheets covered by this seal:
 Sheets 1 and 2

NORTH 3RD ST & VISTA LAKE AVE INTERSECTION

PARCEL 2 - IOWA ASSET ACQUISITION LLC



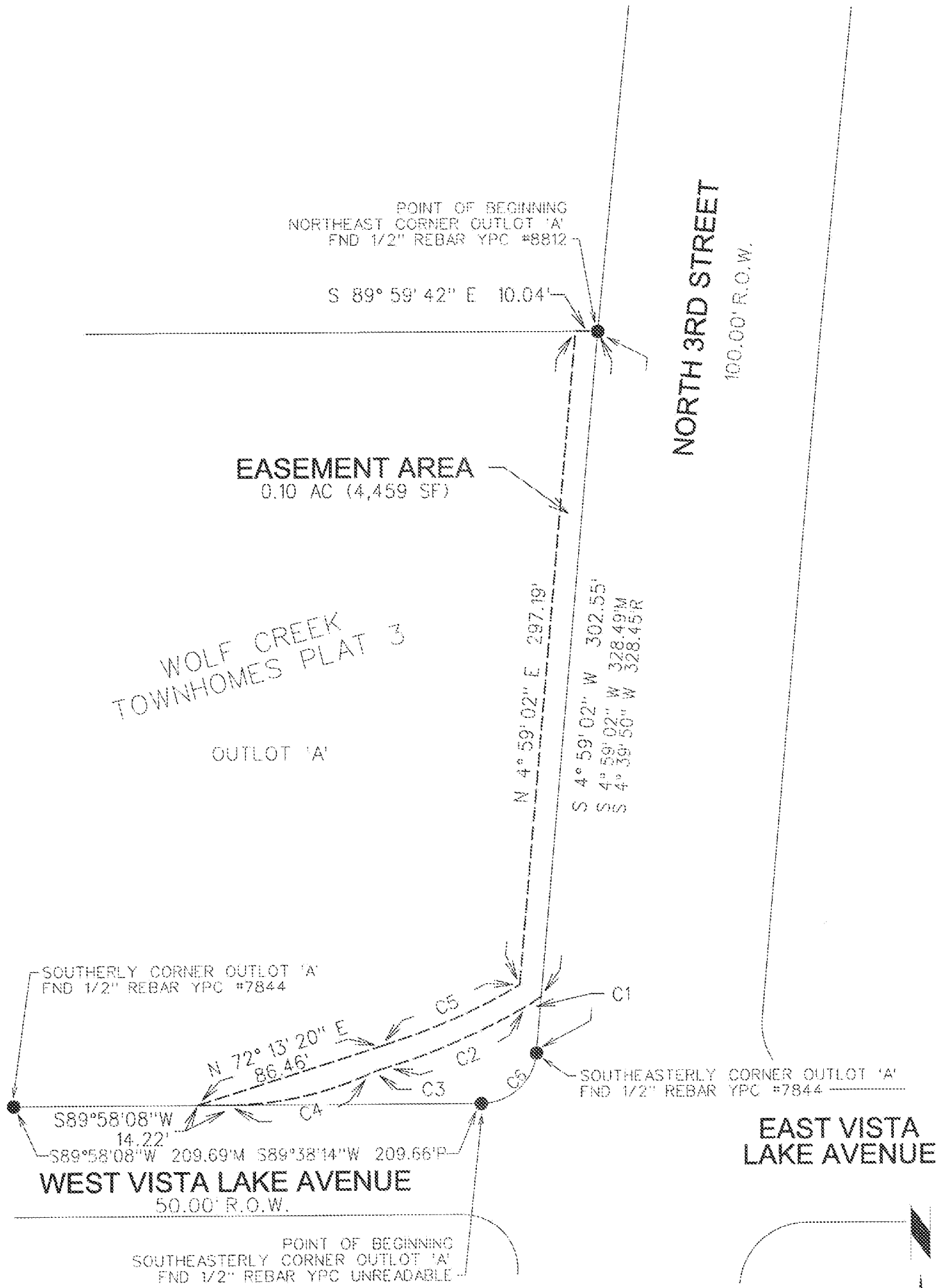
SNYDER & ASSOCIATES, INC.
 Engineers and Planners

2727 S.W. SNYDER BLVD.
 ANKENY, IA 50023 (515) 964-2020

SHEET 1 OF 2
PN: 121.0455
FBK: Bk 1077A Pg 19
DATE: 09/14/21
PM/TECH: TLC/SLG

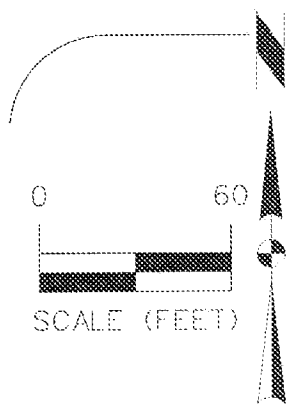
EASEMENT PLAT

PERMANENT PUBLIC UTILITY EASEMENT BEING CONVEYED TO POLK CITY, IOWA



CURVE TABLE

CURVE NO.	DELTA	RADIUS	ARC LENGTH	TANGENT	CHORD BEARING/DISTANCE
C1	7°33'11"RT	64.00'	8.44'	4.22'	S55°43'42"W 8.43'
C2	13°45'12"RT	284.00'	68.17'	34.25'	S66°22'53"W 68.01'
C3	8°55'18"LT	56.00'	8.72'	4.37'	S69°44'03"W 8.71'
C4	24°41'43"RT	150.00'	64.65'	32.84'	S77°37'16"W 64.15'
C5	14°19'13"RT	274.00'	68.48'	34.42'	N66°03'50"E 68.30'
C6M	84°53'10"RT	25.00'	37.04'	22.86'	S47°21'40"W 33.74'
C6P	84°58'24"RT	25.00'	37.08'	22.90'	S47°09'02"W 33.77'



NORTH 3RD ST & VISTA LAKE AVE INTERSECTION

PARCEL 2 - IOWA ASSET ACQUISITION LLC



SNYDER & ASSOCIATES, INC.
Engineers and Planners

2727 S.W. SNYDER BLVD.
ANKENY, IA 50023 (515) 964-2020

SHEET 2 OF 2
PN: 121.0455
FBK: Bk 1077A Pg 19
DATE: 09/14/21
PM/TECH: TLC/SLG

RESOLUTION NO. 2022-165

**RESOLUTION WAIVING ENFORCEMENT OF CERTAIN
REQUIREMENTS OF THE TOURNAMENT CLUB OF IOWA PLANNED
UNIT DEVELOPMENT ORDINANCE AS THEY APPLIES TO BUILDING
SETBACKS FOR LOTS 20, 21, 25 AND 26 IN WOLF CREEK
TOWNHOMES PLAT 13, POLK CITY, IOWA.**

WHEREAS, Ordinance No. 2002-700 was adopted by City Council on November 11, 2002 which established certain regulations for development of Parcel G of Tournament Club of Iowa Planned Unit Development; and

WHEREAS, on June 21, 2021 the Planning and Zoning Commission recommended that the City Council approve the Amended Preliminary Development Plan for Wolf Creek Townhomes Plat 13 including the developer's request to (1) reduce the building setback from any public street Right-of-Way from 20 feet to 18 feet as it applies to Lot 26 in consideration of the developer's dedication of right-of-way to the City for the N. 3rd Street and Vista Lake Avenue Intersection Improvements Project; and (2) reduce the minimum 25 feet minimum setback between the garage door and back-of-curb on private streets to a minimum of 20 feet for Lots 20, 21 and 25 since said lots have no sidewalk at the back-of-curb, and

WHEREAS, on July 12, 2021, the City Council approved the Amended Preliminary Development Plan for Wolf Creek Townhomes Plat 13 which incorporated the above modifications in accordance with the developer's request; and

WHEREAS, the City Council has reviewed this matter and believes that such a diminutive change in the building setbacks is best resolved through the Council's waiver of enforcement of Ordinance 2002-700 as it applies to the southeast side of Lot 26 and the garage-side of Lots 20, 21, and 25 of Wolf Creek Townhomes Plat 13.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Polk City, Iowa, that the City hereby waives enforcement of Ordinance 2002-700 as they apply to the southeast side of Lot 26 and the garage-side of Lots 20, 21, and 25 of Wolf Creek Townhomes Plat 13 provided all building setbacks are in conformance with the approved Amended Preliminary Development Plan for Wolf Creek Townhomes Plat 13.

DATED at Polk City, Iowa, this 14th day of December 2022.

Steve Karsjen, Mayor

ATTEST:

Jenny Coffin, City Clerk



City of Polk City, Iowa

City Council Agenda Communication

Date: December 14, 2022

To: Mayor, City Council, and City Manager

From: Karla Hogrefe – Fire Chief

Subject: November 2022 Monthly Report

BACKGROUND: There were 64 calls for service in the month of November, which was five calls down from October. There were four calls that we did not have staffing for. We had paramedic coverage 27 nights out of 30. There was one day shift and five night shifts where Chief covered. There were twelve shifts that our two full-time members picked up for overtime.

Part-time FF/EMT TJ (Tyler) Ahrens and FF/Paramedic Tad Watson were on orientation as a third person on shift this month and both were cleared to sign up in December for shifts. Having these two cleared to sign up for shifts will help tremendously for the December schedule. Part-time FF/EMT Tyler Pedersen was also riding on orientation this month and will continue to do so in December.

Firefighter/Paramedic Nathan Reis came back from his leave of absence and started working both part-time and POC shifts. Nate was hired full-time at the Des Moines Fire Department and just graduated from their fire academy.

We hired two Firefighter/Paramedics with 31 years of Fire and EMS experience combined and one Recruit in November. Our recruit has no certifications, but we will be planning a firefighter 1 class for him soon.

Firefighter/Paramedic Dottie Parsons gave birth to a healthy baby boy, Conan James on November 19. Conan weighed 9 lbs 6 oz and will be ready to join the department in 18 years.



Riley Noggle passed her Firefighter I skills portion on November 19 and is now fully certified to act as a Firefighter!



Our Facebook Firefighter Spotlight featured Lieutenant Steve Noack, please see attached post.

How long have you been in the Fire/EMS?

22 years.

How long have you been at the Polk City Fire Department?

22 years.

What drew you to the Polk City Fire Department?

I am in Information Technology by trade, so if I wanted to be a firefighter, it would be in a volunteer capacity rather than a full-time carrier. Since I lived in Polk City, that was where I applied. Back then, it was purely volunteer. There was no pay for on-call, no compensation for going on a call, and no part-time or full-time shifts.

What drew you to the Fire/EMS?

My regular job is sitting at a desk. The fire service provided activity and excitement, and it feels good to be helping my community.

Tell us something about yourself.

Before I moved to Polk City and joined PCFD, I was a Red Cross volunteer, responding (usually in the middle of the night) to single-family residence and apartment fires to assist the affected families with vouchers for essentials and motel accommodations until they could go to the Red Cross office during business hours to arrange for longer-term assistance if needed.

What is your favorite fire department apparatus?

E451. That was the first new apparatus the department acquired after I started. It was the only red truck in the station at the time. Everything else was white. It replaced a 1963 American LaFrance with a four seat open-back cab. I will be a little sad to see it go in three years when the new engine arrives.



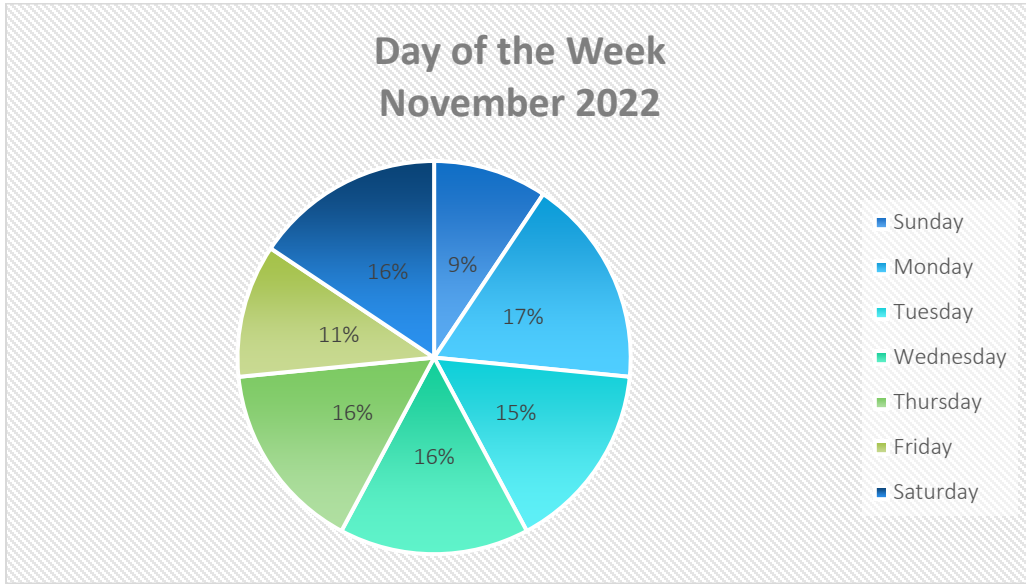
TRAINING: We conducted 2 training classes during the month of November. November 1 – EMS Training – The founder of the 10-42 Project came to discuss First Responder Mental Health and PTSD. Two hours of continuing education hours were included in this presentation. November 8 – Fire Training – Extrication. We received two cars from Rick’s Towing and worked on extrication skills. Our very own FF/Paramedic Riley Noggle donated her old car as well. Chief Feller brought some demo tools so we were able to work on two cars at once with our tools and the demo tools. A special thanks to Public Works for allowing us to use the backyard! November 15 was our monthly business meeting. On November 29 we had an EMS Training planned, but canceled due to bad weather.

The pictures below are from extrication training on November 8.



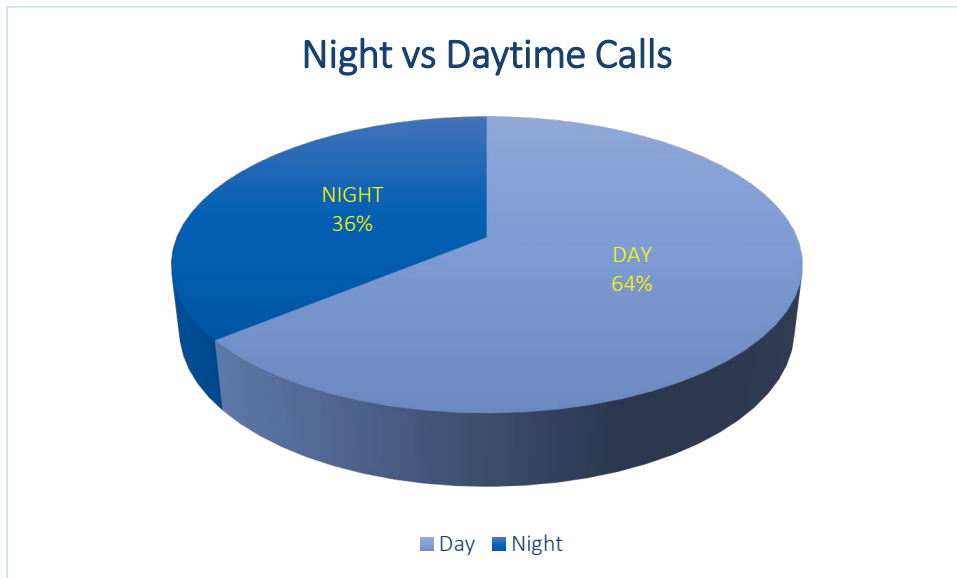


The busiest day of the week was Monday at 11 calls for service:



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	TOTAL
6	11	10	10	10	7	10	64

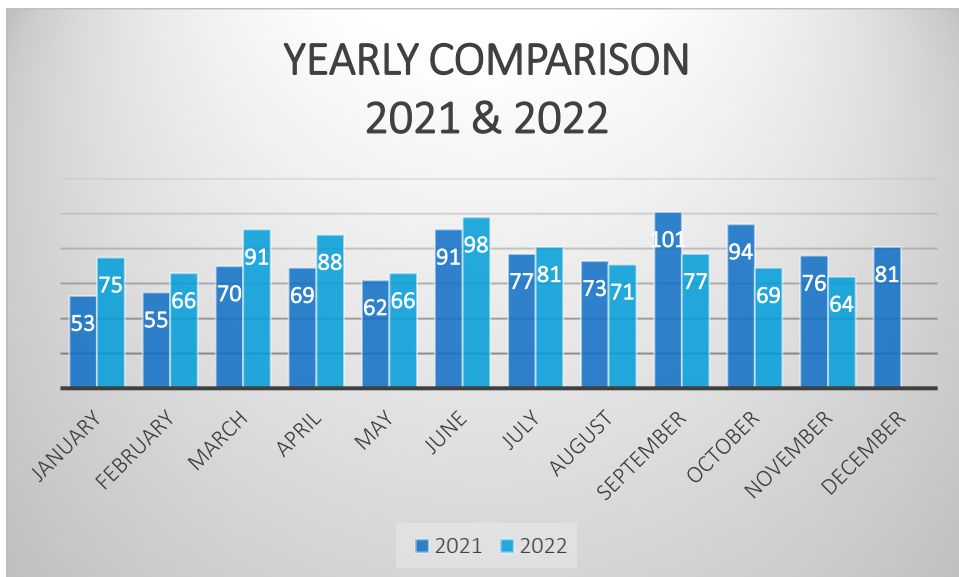
41 calls were during the day shift, between 06:00 hours (6:00 AM) and 18:00 hours (6:00 PM). 23 calls were during the night shift, between 18:00 hours (6:00 PM) and 06:00 hours (6:00 AM):



The “Incident Type” of calls was predominately EMS related and assisting our mutual aid departments.



November 2022 had 12 less calls for service than November 2021.





City of Polk City, Iowa

City Council Agenda Communication

Date: December 14, 2022
To: Mayor & City Council
From: Jenny Coffin, City Clerk/Treasurer
Subject: Set pay for Deputy City Clerk

BACKGROUND: Deputy City Clerk, Meri Merritt is eligible for her 6-month review pay increase. Meri has done a great job in this position and has done a lot for the City Administration and continues to provide great support for all of the City Departments.

ALTERNATIVES: Do not set pay

FINANCIAL CONSIDERATIONS: \$24.17 per hour

RECOMMENDATION: It is my recommendation that the Council set the pay for Meri Merritt.

RESOLUTION NO. 2022-166

**A RESOLUTION TERMINATING 28E AGREEMENT
WITH BRAVO GREATER DES MOINES**

WHEREAS, the City of Polk City, Iowa, entered into a 28E agreement with Bravo Greater Des Moines on March 28, 2011; and

WHEREAS, the City Council of the City of Polk City, Iowa, are obligated to remit 2/7 of its Hotel/Motel Tax Revenues to be distributed and expended by Bravo through said agreement; and

WHEREAS, the City Council of the City of Polk City, Iowa, has determined that the current level of service from Bravo does not justify the current obligation of payments in said agreement.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Polk City, Iowa, that the City of Polk City, Iowa, hereby announces its intent to terminate the 28E Agreement with Bravo Greater Des Moines per article VII “Duration and Termination” of the 28E Agreement with Bravo with the understanding that termination will occur eighteen (18) months after the notification to Bravo or sooner upon an agreement reached between Bravo and the City of Polk City.

BE IT FURTHER RESOLVED that this Resolution constitutes notice, per article VII “Duration and Termination”, of the City of Polk City’s intent.

PASSED AND APPROVED this 14 day of December 2022.

Steve Karsjen, Mayor

ATTEST:

Jenny Coffin, City Clerk



Matt Schultz
 Secretary of State
 State of Iowa

28E Agreement

FOR OFFICE USE ONLY:

FILED

M504490

6/30/2011 8:16:13 AM

PLEASE READ INSTRUCTIONS ON BACK BEFORE COMPLETING THIS FORM

Item 1. The full legal name, organization type and county of each participant to this agreement are:

	Full Legal Name	Organization Type	*County
Party 1	Bravo Greater Des Moines, Inc.	Private or Nonprofit	Polk
Party 2	City of Polk City	City	Polk
Party 3			
Party 4			
Party 5			

**Enter "Other" if not in Iowa*

Item 2. The type of Public Service included in this agreement is: 510 Parks and Recreation
(Enter only one Service Code and Description) Code Number Service Description

Item 3. The purpose of this agreement is: *(please be specific)*
 Support cultural community of Greater DM Area by increasing cultural awareness/advocacy/funding/fostering collaboration among cultural orgs. and increasing stability of Bravo in carrying out its goals for the benefit of Greater DM Area

Item 4. The duration of this agreement is: *(check one)* Agreement Expires _____ Indefinite Duration
 [mm/dd/yyyy]

Item 5. Does this agreement amend or renew an existing agreement? *(check one)*

NO

YES Filing # of the agreement: _____

(Use the filing number of the most recent version filed for this agreement)

The filing number of the agreement may be found by searching the 28E database at: www.sos.state.ia.us/28E.

Item 6. Attach two copies of the agreement to this form if not filing online.

Item 7. The primary contact for further information regarding this agreement is: *(optional)*

LAST Name _____ FIRST Name _____

Title _____ Department _____

Email _____ Phone _____

**AGREEMENT BETWEEN THE CITY OF POLK CITY AND
BRAVO GREATER DES MOINES, INC.**

This Agreement is made and entered into on this 28th day of March, 2011, (the "Execution Date") by and between the City of Polk City ("Polk City"), and Bravo Greater Des Moines, Inc. ("Bravo") an Iowa not-for-profit corporation, pursuant to the provisions of Chapter 28E, Code of Iowa. The Agreement shall be effective with respect to Commitments beginning July 1, 2011 (the "Effective Date").

That inasmuch as Bravo is organized for the purpose of assisting the cultural community of Polk County and contiguous counties (the "Greater Des Moines Area") in providing an enriched quality of life by increasing cultural awareness, advocacy, and funding, as well as by fostering collaboration among cultural organizations.

That the City of Polk City has as a goal the unification and coordination of monies for the use and benefit of the cultural community and specifically the cultural organizations eligible for funding by Bravo. The City of Polk City is committed to the reasonable stewardship of monies for arts and cultural purposes.

That the City of Polk City and Bravo agree as follows:

I. DEFINITIONS

- (1) "Hotel/Motel Tax" means a tax imposed in accordance with Chapter 423A of the Code of Iowa, 2011, or similar successor provisions.
- (2) "Hotel/Motel Tax Revenues" means the funds remitted to the City of Polk City by the Treasurer of the State of Iowa from the local Transient Guest Tax Fund in accordance with provisions of Chapter 423A of the Code of Iowa, 2011, and the rules promulgated by the Director of the Iowa Department of Revenue thereunder, or similar successor provisions, representing the proceeds collected by the State of Iowa from the Hotel//Motel Tax imposed by the City of Polk City.

II. PRE-CONDITIONS TO OBLIGATIONS OF THE CITY OF POLK CITY

- (1) The parties understand and intend that the City of Polk City obligation to make the payments hereunder shall be limited to the greater of \$1850 or Hotel/Motel Tax Revenues available to the City of Polk City and shall not constitute a legal indebtedness of the City of Polk City within the meaning of any applicable constitutional or statutory debt limitation. In the event that any of the provisions of this Agreement are determined by a court of competent jurisdiction to create, or result in the creation of, such a legal indebtedness of the City of Polk City, the enforcement of the payment provisions of this Agreement shall be suspended and the Agreement shall at all times be construed and applied in such a manner as will preserve the foregoing intent of the parties.

III. COVENANT FROM CITY OF POLK CITY

- (1) The City of Polk City does hereby agree to pay Bravo for the promotion of arts and cultural activities in the Greater Des Moines Area for the entire term of this Agreement and all extensions thereof, the greater of \$1850 or 2/7 of its Hotel/Motel Tax Revenues attributable to periods after June 30, 2011 (the "Commitment") to be distributed and expended by Bravo in the manner set forth in this Agreement and the bylaws of Bravo. Each fiscal year beginning July 1, 2011 the Commitment shall be reduced, but not below zero by the following amounts:

- (2) The City of Polk City shall take all action necessary to implement disbursement of the Commitment. Payment of the Commitment to Bravo shall be made in quarterly installments, paid on July 1 of each year or if Hotel/Motel Tax Revenues, no later than 30 days following the date on which the City receives the quarterly remittance of Hotel/Motel Tax Revenues for the prior fiscal quarter, taking into account any reductions for such quarter as provided in paragraph (1) above.

- (3) If Chapter 423A of the Code of Iowa is amended to permit and the City of Polk City subsequently imposes a Hotel/Motel Tax in excess of 7%, the Commitment shall be limited to 2/7 of Hotel/Motel Tax Revenues derived from the initial 7% of tax.

IV. PURPOSE

The purpose of this Agreement is to facilitate and support the cultural community of the Greater Des Moines Area in providing an enriched quality of life by increasing cultural awareness, advocacy and funding as well as by fostering collaboration among cultural organizations and increasing stability of Bravo in carrying out its goals for the benefit of the Greater Des Moines Area. This Agreement is not intended to establish a separate legal entity.

V. ACCOUNTING OF BENEFITS

- (1) Bravo shall administer the undertakings between the City of Polk City and Bravo as described herein, and Bravo shall acquire, hold and disburse its assets, including the Commitment, in accordance with the purpose and terms stated herein and the governing documents of Bravo. Upon request, Bravo shall provide to the City of Polk City copies of the governing documents, including applicable bylaws and policy guidelines. The City of Polk City hereby appoints its City Manager to administer this Agreement with Bravo, and Bravo hereby appoints its President to administer this Agreement with the City of Polk City. Bravo shall post on its website notice of the time, location and agenda for its board meetings and shall provide minutes of action taken via email to the City Manager or its designee.

- (2) The City of Polk City and Bravo acknowledge that the communities within the Greater Des Moines Area that make payment commitments to Bravo (Polk County and the described communities are together the “Participating Communities”) and not-for-profit cultural organizations within such Participating Communities may, as part of a cultural improvements capital campaign, apply for grant funding. Bravo shall establish a separate fund to provide matching funds to support the capital campaigns of not-for-profit cultural organizations within such Participating Communities (the “Fund”). Bravo shall allocate a portion of the aggregate of the Commitment payments by the City of Polk City and contributions by other Participating Communities so there is a balance of between \$150,000 and \$450,000 in the Fund at the commencement of each fiscal year. In order to increase the amount of funding available for cultural improvement campaigns, Bravo shall allocate an additional \$150,000 to the Fund each fiscal year provided that the Fund does not exceed an end of fiscal year balance of \$450,000. For a not-for-profit cultural organization to be eligible to receive a disbursement from the Fund, the not-for-profit cultural organization must make a presentation regarding its capital campaign to Bravo before the not-for-profit cultural organization approaches any of the Participating Communities for a contribution. Bravo, in its reasonable discretion shall make determinations on Fund disbursements for proposed cultural capital campaigns within the Participating Communities in such manner that will enhance the competitiveness of the grant funding applications and further the purpose of this Agreement. The City of Polk City and Bravo acknowledge that any matching funds provided by Bravo for a not-for-profit cultural organization’s capital campaign shall not be intended or construed as the sole or exclusive capital funding source to be provided by Participating Communities for such project.
- (3) Bravo shall present to the City Administrator of the City of Polk City no later than 30 days after Bravo’s Board of Directors approves Bravo’s audited fiscal year financial statements, a full accounting of Bravo’s revenues, disbursements and operations for such year in a form reasonably acceptable to the City (“Financial Statements”). The Financial Statements will include the annual salaries paid to officers and employees of Bravo and a summary of the disbursement awards made by Bravo during the fiscal year, including for each recipient of an award the amount awarded and a brief description of the approved uses for the award. Upon request, Bravo shall provide the City of Polk City with copies of recipient funding agreements. The fiscal year of Bravo ends each June 30.
- (4) The Financial Statements shall be prepared by Bravo and certified by an independent auditor selected by Bravo.

VI. OPERATIONS AND FINANCES

Bravo shall prepare and submit to the Polk City City Council prior to the commencement of each of Bravo's fiscal years a distribution plan for the Commitment payments from the City of Polk City and contributions by the other Participating Communities (the "Plan"). The Plan for the 2011-12 fiscal year shall be submitted to the Polk City City Council prior to the Effective Date. All expenditures of public funds by Bravo shall be made pursuant to the Plan. Notwithstanding anything in this Agreement to the contrary, Bravo may, once each fiscal year, submit a revised Plan to the Polk City City Council and the governing bodies of the other Participating Communities to reallocate up to ten percent (10%) of the Commitment payments from the City of Polk City and contributions by the other Participating Communities for the fiscal year.

VII. DURATION AND TERMINATION

- (1) This Agreement shall continue in effect from the Effective Date until terminated in accordance with the terms of this Article VII.
- (2) This Agreement may be terminated by either party as provided in this paragraph. Any such termination may be accomplished only by delivery of notice to the other party not later than January 1 of any given year after the year ending December 31, 2013 and shall be effective on July 1 occurring eighteen (18) months after the January 1 following the giving of the required notice.
- (3) In the event that another Participating Community submits notice to Bravo to terminate its payment commitment agreement with Bravo, Bravo shall provide a copy of such notice to the City of Polk City. The City of Polk City may then deliver to Bravo notice to terminate this Agreement with an effective date that coincides with the termination date applicable to the terminating Participating Community. Such notice to terminate shall become invalid if the terminating Participating Community withdraws or otherwise revokes its termination notice prior to the effective date.
- (4) Notwithstanding paragraphs (2) or (3) above, in the event that any part of the Commitment is disbursed or expended by Bravo in violation of the terms of this Agreement, the City may deliver to Bravo a notice to cure or remedy such default or breach within sixty (60) days and if such default or breach is not remedied within such cure period, this Agreement shall promptly terminate.
- (5) This Agreement shall terminate if Chapter 423A of the Code of Iowa is either: (a) repealed or amended to remove the authority of the City of Polk City to collect the Hotel/Motel Tax at a rate of at least 7% or (b) so modified that the purpose of the Agreement can no longer be carried out. If the Agreement terminates pursuant to the previous sentence, the termination date shall be the June 30 coinciding with or next following the effective date of the statutory change that causes the termination.

- (6) This Agreement shall terminate if an alternative, reliable funding source is secured for Bravo that provides funding to Bravo, in the reasonable determination of the Bravo board of directors, that is comparable in amount to the annual funding streams Bravo has secured in the aggregate through 28E agreements with the cities, counties and municipalities of the Greater Des Moines Area (for example, if Chapter 423A of the Code of Iowa were amended to increase the Hotel/Motel tax and to direct a portion of the increase to Bravo in an amount comparable to the annual funding streams expected from 28E agreements already in place). If a reliable alternative funding source is secured for Bravo, which partially replaces the funds provided by the City of Polk City to Bravo, the amount of annual funding provided to Bravo pursuant to this Agreement shall be reduced proportionately in such amount as the parties may reasonably determine. If the Agreement terminates pursuant to this paragraph, the termination date shall be the June 30 coinciding with or next following the effective date of the alternative funding source that causes the termination.
- (7) Any notice or demand required or desired to be given hereunder shall be in writing and deemed given when personally delivered or when deposited in the United States mail, postage prepaid, sent certified or registered, and addressed as follows:

If to the City of Polk City, to:

City of Polk City
112 3rd Street
Polk City, IA 50226
Attention: City Administrator

If to Bravo, to:

Bravo Greater Des Moines, Inc.
Kathleen K. Law
Nyemaster Goode Law Firm
700 Walnut Street, Suite 1600
Des Moines, Iowa 50309

With a copy to:

Bravo Greater Des Moines, Inc.
Attn: MD Isley
1915 Grand Avenue
Des Moines, IA 50309

or to such other address or person as hereafter shall be designated in writing by the applicable party.

VIII. AMENDMENT OF AGREEMENT

Any amendment to this Agreement shall be made in writing upon agreement of the City of Polk City and Bravo and after appropriate discussion and public dialogue, and such amendment has been approved by resolution of the City of Polk City Council.

IX. MISCELLANEOUS

- (1) This Agreement has been made and entered into solely for the benefit of the goals and objectives of the City of Polk City and Bravo as expressly provided herein and is not intended to create any rights in any other person.
- (2) Notwithstanding anything in this Agreement to the contrary, any liabilities, debts, or other obligations experienced by Bravo as a corporation/body or its members shall not be the responsibility of the City of Polk City.
- (3) While this Agreement is in effect, the City of Polk City shall have the right to designate one person to serve on the Board of Directors of Bravo.
- (4) It is the intention and expectation of Bravo and the City of Polk City that no organization that receives funding from Bravo during the term of this Agreement will approach the City of Polk City for additional operational funding during the term of this Agreement. This expectation does not apply to: (1) any member of Bravo that is owned, managed or operated by the City of Polk City or a political subdivision of the City; or (2) capital campaigns.
- (5) Each of the City of Polk City and Bravo shall pay its own costs incurred to negotiate, amend, abide by or terminate this Agreement.
- (6) After execution by the parties, this Agreement shall be filed with the Iowa Secretary of State in an electronic format in accordance with the provisions of Iowa Code § 28E.8.
- (7) As of the Effective Date, this Agreement is intended to replace the prior agreements referred to in paragraph four of the preamble to this document.

BRAVO GREATER DES MOINES, INC.

By: Brian J. Laurenzo
 Print Name: Brian Laurenzo
 Print Title: Chair

CITY OF Polk City

By: [Signature]
 Print Name: [Signature]
 Print Title: Mayor

Attest: Sharon Nickles

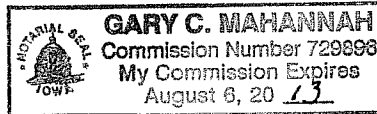
City Clerk

STATE OF IOWA)
) ss:
COUNTY OF POLK)

On this 28 day of March, 2011, before me a Notary Public in and for said County, personally appeared Gary Heuertz and Sharon Nickles to me personally known, who being duly sworn, did say that they are the Mayor Clerk, respectively of the City of Polk City, Iowa, a Municipal Corporation, created and existing under the laws of the State of Iowa, and that the seal affixed to the foregoing instrument is the seal of said Municipal Corporation, and that said instrument was signed and sealed on behalf of said Municipal Corporation by authority and resolution of its City Council and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said Municipal Corporation by it voluntarily executed.

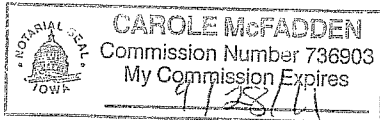


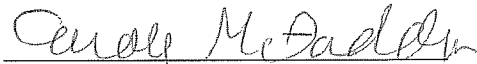
Notary Public for State of Iowa



STATE OF IOWA, COUNTY OF POLK)SS

This instrument was acknowledged before me this 28th day of June, 2011 by Brian Laurenzo as Chairman of Bravo Greater Des Moines, Inc.





Notary Public

MEMO

Date: December 12, 2022
 To: Mayor Steve Karsjen & City Council
 Chelsea Huisman, City Manager
 From: Kathleen Connor, City Engineering Representative
 Subject: Amended Parking Regulations

BACKGROUND:

In conjunction with the staff review of the P.U.D. Master Plan for Leonard Senior Living, the developer requested consideration of a reduction to Polk City's zoning code requirement for off-street parking stalls for independent living, assisted living, and memory care facilities. As a result, we researched the parking regulations for these uses in other cities in the metro area and our findings were outlined in the November 8, 2022 Memo provided in the packets for the November 28, 2022 Council meeting. Staff has prepared a draft Ordinance for Council consideration based on those findings, with the proposed parking requirements summarized below, along with other minor cleanup items to clarify the code requirements related to off-street parking areas. The proposed Ordinance also increases the setback for parking lots along public streets from a five feet setback to a ten feet setback to allow more space for trees as discussed by the Planning and Zoning Commission at their November meeting.

Use	Off-Street Parking Requirement
Independent Living Facilities	1 stall per dwelling unit, a minimum of 50% of which shall be garage spaces, plus 1 stall per staff member on maximum shift, plus 1 visitor parking stall per 10 dwelling units
Assisted Living Facilities	1 stall per every two dwelling units, a minimum of 50% of which shall be garage spaces, plus 1 stall per staff member on maximum shift, plus 1 visitor parking stall per 10 dwelling units
Memory Care Units in Senior Living Facility	1 stall per staff member on maximum shift, plus 1 visitor parking stall per 10 dwelling units"
Nursing care institutions, intermediate care institutions, transitional facilities for infirm persons, and facilities for persons with disabilities	1 stall per employee on maximum shift, plus 1 visitor parking stall per 10 beds"

ALTERNATIVES:

Approve the proposed Ordinance amending parking regulations as presented.
 Amend the proposed Ordinance prior to adoption.
 Do not approve the proposed Ordinance amending parking regulations.

RECOMMENDATION:

Staff recommends City Council approval of the Ordinance amending parking regulations.

ORDINANCE NO. 2022-2600

**AN ORDINANCE AMENDING CHAPTER 165 ZONING REGULATIONS,
SECTION 165.18 OFF-STREET PARKING AREA**

BE IT ORDAINED by the City Council of the City of Polk City, Iowa, as follows:

Section 1. Chapter 165, of the Polk City Code of Ordinances; Zoning Regulations, is hereby amended by replacing the existing requirements in subsection 1.D, Table of Parking Requirements of Section 165.18, Off-Street Parking Area, under the classification of Residential use, with the following requirements:

“Independent Living Facilities: 1 space per dwelling unit, a minimum of 50% of which shall be garage spaces, plus 1 space for every employee on maximum shift, plus 1 visitor parking space per 10 dwelling units

Assisted Living Facilities: 1 space for every two dwelling units, a minimum of 50% of which shall be garage spaces, plus 1 space for every employee on maximum shift, plus 1 visitor parking space per 10 dwelling units”

Section 2. Chapter 165, of the Polk City Code of Ordinances; Zoning Regulations, is hereby amended by adding the following requirements to subsection 1.D, Table of Parking Requirements of Section 165.18, Off-Street Parking Area, under the classification of Institutional Residence or Care or Confinement Facilities use:

“Memory Care Units in Senior Living Facility: 1 space for every employee on maximum shift, plus 1 visitor parking space per 10 dwelling units”

Section 3. Chapter 165, of the Polk City Code of Ordinances; Zoning Regulations, is hereby amended by deleting the following requirements in subsection 1.D, Table of Parking Requirements of Section 165.18, Off-Street Parking Area, under the classification of Institutional Residence or Care or Confinement Facilities:

“Nursing care institutions, intermediate care institutions, institutions for infirm persons or persons with disabilities, childcare institutions: 3 spaces for every five beds. Multi-family units developed or sponsored by a public or nonprofit agency for limited income families, or the elderly require only 1 space per unit”

and replacing it instead with the following requirements:

“Nursing care institutions, intermediate care institutions, transitional facilities for infirm persons, or facilities for persons with disabilities: 1 space per employee on maximum shift, plus 1 visitor parking space per 10 beds”

Section 4. Chapter 165, of the Polk City Code of Ordinances; Zoning Regulations, is hereby amended by adding the following clause to the end of subsection 7.A of Section 165.09:

“and except for independent and assisting living units in a senior living facility.”

Section 5. Chapter 165, of the Polk City Code of Ordinances; Zoning Regulations, is hereby amended by replacing the first sentence of sub section 4.A of Section 165.18, Off-Street Parking Area with the following sentence:

“No part of any parking space shall be closer than ten feet to any established public street right-of-way or five feet to any established alley line.”

Section 6. Chapter 165, of the Polk City Code of Ordinances; Zoning Regulations, is hereby amended by deleting the following clause in subsection 3.C.:

“Mini-storage units, including access drives and parking areas, shall be on paved surfaces.”

and replacing it with the following clause:

“Mini-storage facilities, mini-warehouses, and outdoor storage spaces for recreational vehicles of any kind, including all access drives and parking areas, shall be on paved surfaces”.

Section 7. Chapter 165, of the Polk City Code of Ordinances; Zoning Regulations, is hereby amended by amending subsection 1.D, Table of Parking Requirements of Section 165.18, Off-Street Parking Area, under the classification of Office, Clerical, Research and Services not Primarily Related to Goods or Merchandise, by deleting the following use:

“Operations designed to attract and serve customers or clients on the premises, such as the offices of attorneys, physicians, other professions, insurance and stockbrokers, travel agents, government office buildings, etc.”

and replacing it with the following:

“Operations designed to attract and serve customers or clients on the premises, such as the offices of attorneys, insurance agents, financial professionals and stockbrokers, travel agents, government offices, and similar professional offices”

Section 8. Chapter 165, of the Polk City Code of Ordinances; Zoning Regulations, is hereby amended by amending subsection 1.D, Table of Parking Requirements of Section 165.18, Off-Street Parking Area, under the classification of Office, Clerical, Research and Services not Primarily Related to Goods or Merchandise, by deleting the following use:

“Office or clinics of physicians or dentists with no more than 10,000 square feet of gross floor area.”

and replacing it with the following:

“Clinics of physicians, dentists or similar medical professionals with no more than 10,000 square feet of gross floor area.”

Section 9. All Ordinances or parts of any Ordinance in conflict with the provisions of this Ordinance are hereby repealed to the extent of the conflict.

Section 10. This Ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

PASSED AND APPROVED this _____ day of _____, 2023.

Steve Karsjen, Mayor

ATTEST:

Jenny Coffin, City Clerk

First Reading: _____

Second Reading: _____

Third Reading: _____

Date Adopted: _____

Date of Publication: _____

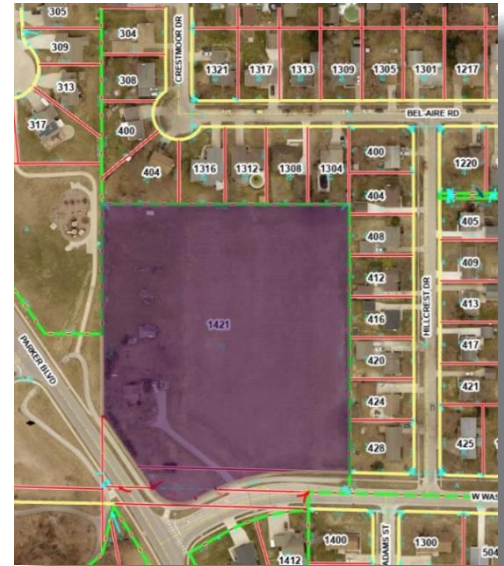
	Polk City	Ankeny	Grimes	Johnston	Pleasant Hill	Bondurant	Altoona	Urbandale	Clive	Waukee	Norwalk
Vehicle Sales & Service	1/200 sqft	1/ 200 sqft	4/service bay	1/300 Sqft	2/bay plus 1/empl	1/200sqft	1/200sqft	-	1/1000sqft	3/bay 1per serv vehicle 2.5/1000 sqft	1/300 Sqft 1/empl working
Banks, Business and Pro Services	1/200 sqft		3/1000sqft	1/200 sqft	1/250 sqft + 3 per drive up and ATM	1/200sqft	1/200sqft + 5per window	-	3/ 1000sqft	3/1000sqft 3/ drive through lane	1/250 sqft 1/empl working
Bowling Allys	1 per 3 people plus 1 per 200 sqft	1 per 3 people plus 1 per 200 sqft	3/lane	5/alley	4/lane	5/lane	5/lane	5/lane	5/lane	5/lane	5/alley 1/ 4 spectators
Churches	1/ 80sqft plus 1 per 2 empl	1/ 80sqft plus 1 per 2 empl	1/3 seats	1 each 3 seats	1/4 seats	1/80sqft	1/80sqft + 1/2empl	1/3seats	1/4 seats	1/4seats	1/ 3seats 1/classroom
Event Centers	1/ 4 seats	1/ 300 sqft	1/4 seats 20/1000sqft	1/ 100 sqft	1/4 seats	1/100sqft	1/100sqft	1/50sqft	1/3 seats if under 399 seats plus 1 per 4 over 400	1/3 seats or 20/1000	1/100 sqft 4/seat
Child Care Centers	1 per employee plus 1/300 sqft	1 per employee plus 1/300 sqft	1/staff plus loading for 1/6children	5 or 1 per 5 client	1/employee plus 1/10kids	1/2empl + 1/5kids	1/empl + 1.5/10 clients	1/empl + 1/6 kids	1/6 students +1/van 5 min	1/6 students +1/van 5 min	5 or 1/each 5
Funeral Homes	1/ 100 sqft	1/ 100 sqft	1/4 seats 10/1000sq	15 or 1/each 4 seats	1/250sqft 1/4seats	1/5seats	1/5 seats	1/5 seats	1/4 fixed seats or 10/1000 sqft	1/4 fixed seats or 10/1000 sqft	15 or 1/each 4 seats
Furniture, Appliance, Large Item Stores	1/400 sqft			5 or 1 for each 400 sqft	1/ 250 sqft	1/400sqft	1/200sqft	-	2.5/1000 sqft	2.5/1000 sqft	1/250 sqft to 2000 sqft and 1/ 200 thereafter
Gas Stations	1/ 150 sqft	1/ 200 sqft	3/ 1000sqft	3 or 1/175 sqft whichever is greater	2/bay plus 1/empl	1/150sqft	1/150sqft	-	5/1000 sqft	5/1000 sqft	3 or 1/175 sqft whichever is greater
Golf Course	1/200 sqft of buildings plus 1/3 persons outdoor capacity	1/ 200 sqft of buildings plus 1/ 3 person		6 for each whole and 1/empl	4/hole or tee	-	-	-	6/hole	6/hole	6 for each whole and 1/empl
Driving Range	1/tee plus 1/200sq	1 per 200 sqft		1.5/ each tee	4/hole or tee	-	-	-	2/tee		1.5/ each tee
Health clubs			2.25/1000sqft	10 plus 1/each 200 sqft	1/250 sqft	-	-	-	2.25/1000sqft	1/2 units + 1/staff	10 plus 1/each 200 sqft
Hospitals and Nursing homes	2/ bed or 1per 150 sqft	2/ bed or 1per 150 sqft		1/ each 4 patient beds and 1/ each empl	3/bed	2/bed or 1/150sqft	2/bed 1/150sqft	1/2beds +1/empl	1/2 units +1/staff		1/ each 4 patient beds and 1/ each empl
Hotels, Motels and Boarding houses			1.25/ room	1/ each guest room and 1/ each 2 empl	1/bedroom	1/room	1/room	1/room	1/room	1/room	1/ each guest room and 1/ each 2 empl
Industrial Plants			1/3employees working no less 1/1000	1.5/ each 2 empl max working or 1/ 500 sqft	1/1000 sqft	1/1.5 empl + 1	1/empl	1/1000sqfr	1.5/1000 sqft	1/1000 sqft 2/2 employees	1.5/ each 2 empl max working or 1/ 500 sqft
Schools	1.75 per classroom	1.75 per classroom	elem: 1/staff plus 1/4seats in auditorium/gym	elem/middle: 1/ each staff 1/ 10 student desks HS: 1/each staff 1/ 9 desks	1/4 student desks + 1/employee at peak	1/2empl or 1/8seats in auditorium	1/2empl or 1/8seats in auditorium	2/emp + 1/5 students	1/2empl or 1/8seats in auditorium	1/empl 1/classroom 1/4 seats in auditorium	elem/middle: 1/ each staff 1/ 10 student desks HS: 1/each staff 1/ 9 desks

PETITION FOR REZONING TO P.U.D.

Date:	November 7, 2022	Prepared by:	Kathleen Connor Travis D. Thornburgh, P.E.
Project:	Leonard Senior Living Rezoning & PUD Master Plan	Project No.:	122.1349.01

GENERAL INFORMATION:

Property Owner:	Clifford Leonard
Applicant:	Maven Crux Development
Area:	6.044 Acres
Current Zoning:	R-1 Single Family Detached Residential District
Requested Zoning:	P.U.D
Existing Land Use:	Single Family Residential
Future Land Use:	Low Density Residential (1-4 Dwelling Units/Acre)
Requested Future Land Use:	High Density Residential (8-24 Dwelling Units/Acre)



BACKGROUND:

The subject parcel is shown in purple above. This property contains one existing home, built in 1905, on a large lot which leaves the bulk of the lot vacant. When Polk City later adopted zoning regulations, the parcel was zoned to R-1 residential. The owner is now interested in selling his property for development purposes.

PETITION TO REZONE TO P.U.D.

On behalf of Clifford Leonard, Maven Crux Development has submitted a Petition for Rezoning of the subject property from R-1 to P.U.D. The purpose of this request is for development of a senior living facility. While such facilities are permitted in the R-3 zoning district, the developer believes PUD zoning will better accommodate the variety of dwelling types and uses being proposed as part of this development in this location adjacent to an established residential neighborhood. In addition, a PUD will allow more efficient use of the available land by reducing parking requirements to better reflect the actual anticipated traffic loading of the intended residents.

The applicant has obtained consent to the proposed rezoning from the owners of 53.4% of the area contained within the 250' buffer surrounding the proposed rezoning. The City Clerk will provide notice of the public hearing, the date of which has not yet been set by Council.

PROJECT DESCRIPTION:

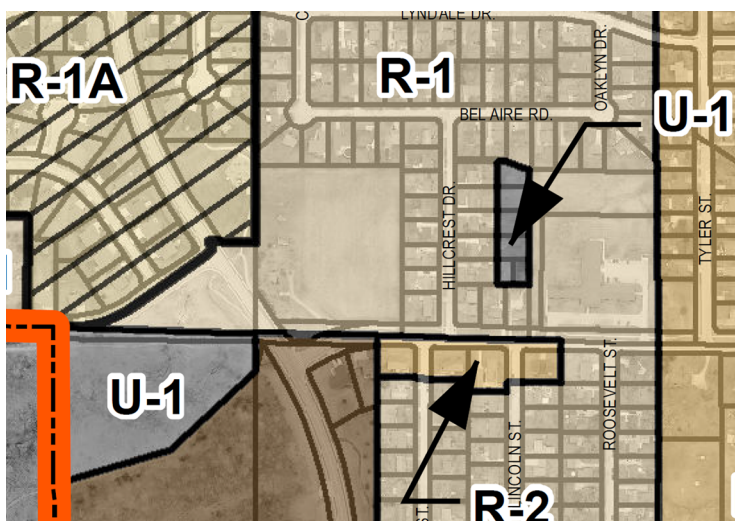
Maven-Crux Development intends to construct a Senior Living Center, with various levels of care. The developer plans for the center to include three connected buildings that together will include approximately 33 independent living units, 51 assisted living units, and 42 memory care units along with common facilities that will be used by residents and their guests. Each of these care levels will offer multiple floor plans, with a variety of unit sizes. The common facilities will be located in the Town Center building and will offer amenities such as the primary kitchen and dining facilities, multi-purpose gathering spaces, offices, mail delivery, maintenance, and other related uses. The Master Plan indicates the planned location for parking, including underground parking, and a fire apparatus road that will also serve as a recreational trail that will connect to Leonard Park and the Neal Smith Trail. Landscape buffers will be planted along the north and east boundaries of the development and parkway trees will be planted along Parker Boulevard.

COMPREHENSIVE PLAN:

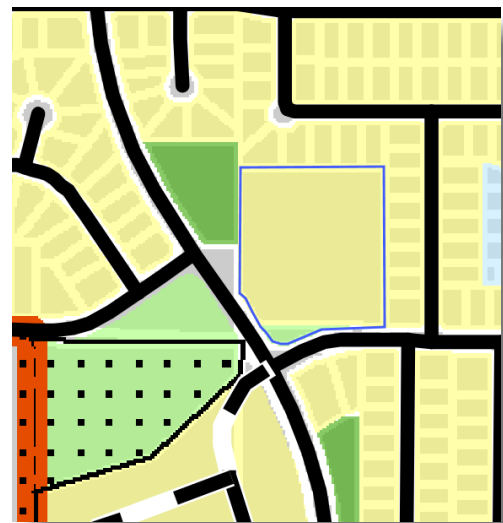
The provision of additional housing options was identified in the Comprehensive Plan and City Staff as a needed area of growth in the City of Polk City. There appears to be a need for senior living options within the city.

The current zoning and existing and future land use of the properties surrounding the area proposed to be rezoned are as follows:

<u>Adjacency</u>	<u>Zoning</u>	<u>Existing Land Use</u>	<u>Future Land Use</u>
Southwest (SW)	R-1 & U-1	Open Space	Open Space
Northwest (NW)	R-1A	Leonard Park	Parks and Recreation
North (N)	R-1	SF Residential	Low Density Residential
East (E)	R-1	SF Residential	Low Density Residential
South (S)	PUD & R-2	SF Residential	Low Density Residential



Zoning Map Excerpt



Future Land Use Plan Excerpt

A Comprehensive Plan Amendment will be required prior to approval of the rezoning to PUD since the proposed use of this lot exceeds the maximum density for low density residential use of four (4) dwelling units per acre. The conceptual layout for the PUD Master Plan shows 20.8 dwelling units per acre. As a result, the Future Land Use Plan would need to be amended to designate this parcel as a High Density Residential used, intended for use in districts with 8-24 dwelling units per acre, prior to rezoning this parcel to PUD for the senior living center.

P.U.D. MASTER PLAN & RESTRICTIONS:

As required for all P.U.D. rezonings, the developer has provided a P.U.D. Master Plan for this development. The master plan shows construction a large, senior living center intended to contain 126 dwelling units of various care levels. The facility would provide a continuum of care, including Independent Living, Assisted Living, and Memory Care. The assisted and independent living units will be in a 3-story, 94,386 sq. ft. building on the west side of the site. The 1-story, 30,271 sq. ft. memory care building will be on the east side of the site. Between these buildings will be a 18,700 sq. ft. 1-2 story building for common uses, referred to as the Town Center. The three buildings are interconnected with enclosed breezeways. The developer has provided conceptual architectural elevations to demonstrate the character of the building, including pitched rooflines with gables to soften the mass of the building and a combination of brick and stone veneers to enhance the horizontal lap siding.

The master plan calls for a fire apparatus road that also serves as a recreational trail. The plan calls for removable bollards at each end of this trail to restrict non-emergency vehicular traffic on this pavement. The existing type, size, and quantity of these bollards will be determined by the City at the time of site plan approval. City Staff will also provide additional fire truck information at the time of site plan review to ensure that the fire lane is appropriately designed to accommodate emergency services.

There is an existing paved recreational trail along the entire street frontage of this lot. Prior to site plan or plat approval staff will review the need for a Petition & Waiver for reconstruction of this as a PCC trail, along with the need for easements where the trail encroaches on private property.

The P.U.D. Master Plan, and future Ordinance, include the following stipulations:

- a. The proposed setbacks shall be a 30' front yard along W. Washington Street and Parker Blvd., 40' yard on the north and east sides of the lot, and 12.5' side yard on the west side adjacent to the park. For comparison, the R-3 district requires a of 30' front yard, 40' rear yard (east), and 12.5' side yard (north).
- b. A Type 'B' semi-opaque landscape buffer shall be provided within a 20' wide easement on the north and east property lines to provide screening for existing R-1 zoning districts. For comparison, the R-3 district requires a Type "A" open screen within a 20' easement abutting R-1 properties.
- c. The south and west sides of the 3-story independent/assisted living building will be 30% brick (or acceptable alternative) and the north and east will be 15% brick. The south elevation of the 1-2 story Town Center will be 30% brick and the north elevation of this building will be 15% brick, while the less visible east and west sides would not be required to have any brick. All elevations of the 1-story Memory Care building will be 15% brick. For

comparison purposes, Code requires all R-3 residential buildings with more than 4 dwelling units to be 30% brick on the facades facing public streets, but there is no requirement for brick on other facades.

- d. Pursuant to discussion at the last P&Z meeting, the developer agreed to increase the proposed visitor parking stalls to one per ten units. The parking requirements for this use shall be based on:

Parking Regs	Proposed		Per Zoning Code (2 bedrooms/unit, max)	
	Requirement	Stalls	Requirement	Stalls
Independent Living (33 units)	1 stall/unit	33	1.25 stalls / unit + 1 garage stall / unit + 1 visitor stall / 5 units	81
Assisted Living (51 units)	0.5 stalls/unit	25	1 stall / 2 units + 1/on-duty staff member	35
Memory Care (42 units)	1 stall/staff @ max shift	30	3 stalls/5 beds	26
Visitor Parking (126 total units)	1 stall/10 units	13		
Total Stalls	Per Master Plan	101	Per Code	142
Stalls Provided	Per Master Plan	105		
Garage	<i>Included in above total</i>	55	<i>Included in above total</i>	33

Following the Polk City Planning & Zoning meeting on October 17, staff reviewed parking requirements for this facility as if it were to be proposed in several other Des Moines Metropolitan Area cities. Included in the packet are the findings of that review for P&Z's consideration.

Based on the findings summarized in the attached memo, city staff is in agreement that parking requirements for Assisted Living facilities in Polk City are comparably high to other Des Moines Metropolitan Area communities. City staff will review this code requirement and a proposed change to this section of Polk City's code will placed on a future City Council agenda.

- e. In addition to the above-described parking, the developer proposes use of off-site parking and a shuttle service to provide additional parking accommodations for particularly busy days, planned events, and holidays at the facility. The owner would contact a local church or business to rent their parking lot and provide a shuttle service from that remote parking to the proposed facility. The developer has used a similar at other facilities they own and manage with great success.
- f. The parkland dedication shall be fulfilled by a fee that is equivalent to the fair market value of the land, based on 360.851 square feet of land per dwelling unit. The fair market value will be determined by the City Manager when the property is platted. City staff has discussed the

possibility of the developer installing a previously planned parking lot at Leonard Park, with the actual cost of the parking lot being credited against the required parkland dedication fee.

- g. This property shall be platted in accordance with the Subdivision Regulations prior to Site Plan approval.
- h. The PUD area is 6.04 acres. Per Code, Council may waive the requirement for PUD's to be a minimum of 10 acres due to site constraints. From staff's perspective, waiving the 10-acre minimum seems reasonable given the developed nature of the area surrounding this largely undeveloped lot.

REVIEW COMMENTS:

All of staff's review comments on the rezoning and PUD Master Plan have been addressed, with the exception of revising the proposed visitor parking stalls requirement to one stall per 10 units which results in 13 visitor parking stalls and a total of 101 stalls required for the facility. This item will be updated prior to presentation of this project to City Council, along with updates following P&Z's recommendation.

The proposed regulations and restrictions for the Leonard Senior Living PUD are included in the "P.U.D. Master Plan & Restrictions" section above.

RECOMMENDATION ON COMPREHENSIVE PLAN AMENDMENT:

At their meeting, the Planning & Zoning Commission should make a recommendation to City Council on the proposed amendment to the Comprehensive Plan's Future Land Use Plan which would change the future land use for the subject property from low density residential to high density residential, based on one of the following options:

- A. Approve the applicant's request to amend the future land use of the subject area to high density residential use.
- B. Deny the applicant's request to amend the future land use of the subject area to high density residential use.
- C. Approve the applicant's request to amend the future land use of the subject area to high density residential use, subject to certain modifications or restrictions as specified in P&Z's recommendation(s).

RECOMMENDATION ON REZONING:

Based on prior approval of the above Comprehensive Plan amendment, the Planning & Zoning Commission should also make a recommendation to City Council regarding the proposed rezoning for the subject property from R-1 to PUD, based on one of the following options:

- A. Approve the applicant's request to rezone their property to Planned Unit Development (PUD) as presented, subject to the following:
 - 1. Approval of the associated PUD Master Plan, including the above-described stipulations, in conjunction with the rezoning.
 - 2. Council waiver of 10-acre minimum requirement for PUD District.

3. Payment of all professional billings to the City of Polk City.
- B. Deny the applicant's request to rezone their property to Planned Unit Development (PUD) as presented.
 - C. Approve the applicant's request to rezone their property to Planned Unit Development (PUD) subject to certain revisions to the Master Plan and/or the above-described stipulations or additional restrictions as specified in the P&Z's recommendation, provided the applicant agrees to said amended recommendation(s).

ORDINANCE NO. 2022-2500

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE CITY OF POLK CITY, IOWA, BY REZONING PROPERTY LOCATED AT 1421 W WASHINGTON AVE FROM R-1 SINGLE FAMILY DETACHED RESIDENTIAL TO PUD PLANNED UNIT DEVELOPMENT

WHEREAS, on the 10th day of November 2022, the Planning and Zoning Commission of the City of Polk City, Iowa, recommended to the City Council that the property legally described as:

THAT PART OF LOTS 13 AND 17, THE OFFICIAL PLAT OF THE NORTH HALF OF SECTION 2, TOWNSHIP 80 NORTH, RANGE 25 WEST OF THE FIFTH PRINCIPAL MERIDIAN, AN OFFICIAL PLAT IN THE CITY OF POLK CITY, POLK COUNTY, IOWA, LYING NORTH OF THE CENTERLINE OF W WASHINGTON AVENUE AND EAST OF THE CENTERLINE OF PARKER BOULEVARD.

ALL CONTAINING 6.044 ACRES MORE OR LESS.

be considered for rezoning from zoning classification R-1 Single Family detached Residential to PUD Planned Unit Development; and

WHEREAS, after due notice and hearing as provided by law, the City Council now deems it reasonable and appropriate to rezone said property.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF POLK CITY, IOWA:

Section 1: That the Municipal Code of the City of Polk City, Iowa, be and is hereby amended by rezoning the 6.044 acres from R-1 Single Family detached Residential to PUD Planned Unite Development.

Section 2: All Zoning Regulations, other than those specifically amended, waived, or replaced on an approved P.U.D. Planned Unit Development Master Plan, shall apply.

Section 3: All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 4: This ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

PASSED AND APPROVED this _____ of _____ 2022.

Steve Karsjen, Mayor

ATTEST:

Jenny Coffin, City Clerk

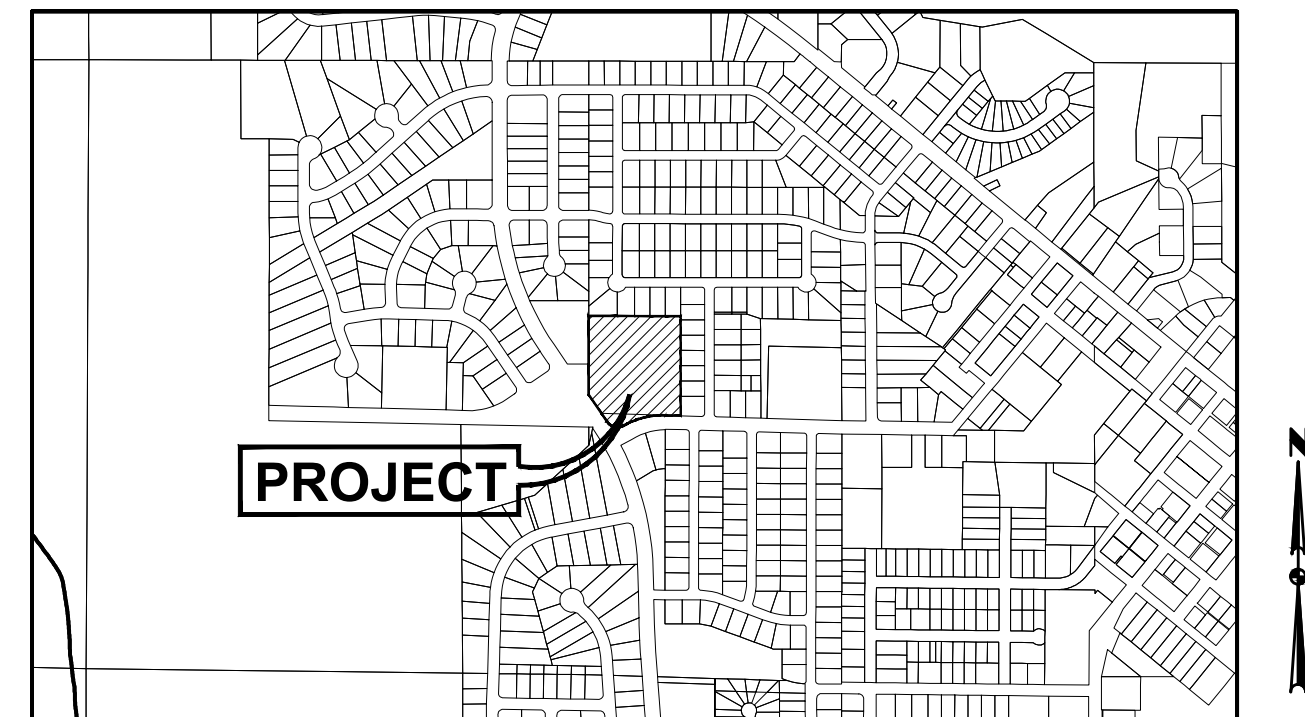
First Reading:
Second Reading:
Third Reading:
Date of Publication by posting

P.U.D MASTER PLAN FOR: LEONARD SENIOR LIVING

POLK CITY, IOWA

VICINITY MAP

NOT TO SCALE



POLK CITY, IOWA

INDEX OF SHEETS

NO.	DESCRIPTION
1	COVER SHEET
2	MASTER PLAN
3	ELEVATIONS
4	SPACE PROGRAM
5-7	PRECEDENT IMAGES

OWNER

CLIFFORD A LEONARD
1421 W WASHINGTON AVENUE
POLK CITY, IA 50226

DEVELOPER

MAVEN CRUX DEVELOPMENT
CONTACT: BRYAN SCHNURR
16852 AURORA COURT
CLIVE, IA 50325

ENGINEER/ SURVEYOR

CIVIL DESIGN ADVANTAGE
CONTACT: EMILY HARDING
4121 NW URBAN DALE DRIVE
URBAN DALE, IA 50322
PH. (515) 369-4400
FX. (515) 369-4410

ARCHITECT

POPE ARCHITECTS
1295 BANDANA BLVD N, SUITE 200
ST. PAUL, MN 55108-2735
CONTACT: JEFFREY A. AVILES
EMAIL: JAVILES@POPEDESIGN.COM
PH: (651) 789-1595

PROJECT SITE ADDRESS

1421 W WASHINGTON AVE
POLK CITY, IA 50226

ZONING

EXISTING: R-1 SINGLE FAMILY DETACHED
RESIDENTIAL DISTRICT

PROPOSED: PUD PLANNED UNIT DEVELOPMENT
WITH UNDERLYING R-3 ZONING

SUBMITTAL DATES

FIRST SUBMITTAL:	09/21/2022
SECOND SUBMITTAL:	10/10/2022
THIRD SUBMITTAL:	11/03/2022
FOURTH SUBMITTAL:	11/18/2022
FIFTH SUBMITTAL:	12/07/2022

REZONING DESCRIPTION

THAT PART OF LOTS 13 AND 17, THE OFFICIAL PLAT OF THE NORTH HALF OF SECTION 2, TOWNSHIP 80 NORTH, RANGE 25 WEST OF THE FIFTH PRINCIPAL MERIDIAN, AN OFFICIAL PLAT IN THE CITY OF POLK CITY, POLK COUNTY, IOWA, LYING NORTH OF THE CENTERLINE OF W WASHINGTON AVENUE AND EAST OF THE CENTERLINE OF PARKER BOULEVARD.
ALL CONTAINING 6.044 ACRES MORE OR LESS.

PROJECT TIMETABLE

ANTICIPATED START DATE = SPRING 2023
ANTICIPATED FINISH DATE = SPRING 2024

GENERAL NOTES

- THE BUILDER AND OWNER IS RESPONSIBLE FOR THE MAINTENANCE, EROSION CONTROL, AND ADHERENCE TO ALL EPA AND DNR STANDARDS.
- THE IMPACT TO EXISTING VEGETATION ON SITE SHALL BE MINIMIZED WHEN LOCATING AND DESIGNING THE STORM WATER DETENTION BASIN.
- TYPE B SCREENING PLANTINGS SHALL BE PROVIDED WITHIN THE 20' BUFFER ON THE EAST AND NORTH SIDES OF THE PROPERTY.
- THIS DEVELOPMENT IS PLANNED TO BE CONSTRUCTED IN ONE PHASE.
- THIS PARCEL SHALL BE PLATTED IN ACCORDANCE WITH THE SUBDIVISION REGULATIONS PRIOR TO APPROVAL OF THE SITE PLAN.
- THE SUBDIVISION REGULATIONS REQUIRE 8.284 ACRES PER 1,000 PEOPLE OR 360.851 SQUARE FEET PER RESIDENT OF PARKLAND DEDICATION. DUE TO THE LIMITED MOBILITY OF RESIDENTS IN THIS FACILITY, PARKLAND DEDICATION REQUIREMENTS FOR THIS P.U.D. SHALL BE CALCULATED BASED ON THE FOLLOWING EQUIVALENT DWELLING UNITS (EDU'S):
MEMORY CARE (42 UNITS) AT 1.00 EDU/UNIT
ASSISTED LIVING (51 UNITS) AT 1.10 EDU/UNIT
INDEPENDENT LIVING (33 UNITS) AT 1.25 EDU/UNIT
TOTAL PARKLAND REQUIRED:
= (42*1.00 + 51*1.10 + 33*1.25)*360.851 SF/RESIDENT
= 50,285 SF
- BUILDING ELEVATIONS SHALL INCLUDE BRICK OR AN ACCEPTABLE ALTERNATIVE IN THESE LOCATIONS:
- AL/IL: 30% MIN. ON SOUTH & WEST SIDES
- AL/IL: 15% MIN. ON NORTH & EAST SIDES
- TC: 30% MIN. ON SOUTH SIDE
- TC: 15% MIN. ON NORTH SIDE
- MC: 15% MIN. ON ALL SIDES
- THE BUILDING WILL BE SPRINKLED USING NFPA 13R. NFPA 13R FACILITIES ARE 'PARTIALLY SPRINKLERED' TO PROVIDE LIFE SAFETY AND A MODERATE LEVEL OF BUILDING PROTECTION. NFPA 13R COMMONLY ALLOWS FOR THE ELIMINATION OF FIRE PROTECTION IN ATTICS, CLOSETS, AND BATHROOMS.

GENERAL DEVELOPMENT CONCEPT

WE ARE PROPOSING TO DEVELOP AND CONSTRUCT A MULTI-LEVEL CARE SENIOR LIVING COMMUNITY CONSISTING OF APPROXIMATELY 33 UNITS OF INDEPENDENT LIVING (I.L.) (THREE STORY), 51 ASSISTED LIVING (A.L.) (THREE STORY), AND 42 MEMORY CARE UNITS (M.C.) (ONE STORY) ON APPROXIMATELY 5.81 ACRES (APPROXIMATELY 22 UNITS PER ACRE). PROVIDING EACH OF THESE LEVELS OF CARE ON THE SAME CAMPUS ALLOWS FOR A RESIDENT TO MOVE FROM ONE LEVEL OF NEED TO THE HIGHER LEVEL OF CARE AS NEEDED. DUE TO THE TYPICAL AGE, PHYSICAL CONDITION, AND MENTAL ACUITY OF SOME RESIDENTS IT IS IMPORTANT TO HAVE THIS SENIOR LIVING COMMUNITY CLOSE TO THE ACTIVITIES AND SERVICES THE GREATER POLK CITY AREA HAS TO OFFER. (OFFSITE DINING OPTION, HAIR AND NAIL SALONS, CHURCHES, PARKS, ETC.) THE PROPOSED COMMUNITY WILL HAVE A COMMON AMENITIES BUILDING (TOWN CENTER) FOR USE BY SENIOR LIVING COMMUNITY RESIDENTS AND THEIR GUESTS THAT CONTAINS THE PRIMARY KITCHEN, DINING AREAS, SOCIAL ACTIVITIES SPACES SUCH AS INFORMAL DINING OPTIONS, MULTI-PURPOSE GATHERING SPACES, OFFICES, MAIL DELIVERY, MAINTENANCE, AND OTHER RELATED SPACES. THERE IS NO ANCILLARY USE OF THIS SPACE PLANNED FOR AND NO TRANSITIONAL USE OF THE SPACE IS NEEDED. THE SECOND STORY OF THE BUILDING WILL ALSO CONTAIN SPACES TO BE USED BY THE SENIOR LIVING RESIDENTS AND THEIR GUESTS. THE TOWN CENTER IS NOT OPEN TO THE GENERAL PUBLIC. THE CURRENT PROGRAM PROVIDED INDICATES THE APPROXIMATE SQUARE FOOTAGES FOR EACH AMENITY TO BE INCLUDED BUT FURTHER DESIGN WILL BE REQUIRED TO DETERMINE WHICH OF THESE IS LOCATED ON LEVELS 1 OR 2.

THE MARKET STUDY COMMISSIONED FOR THIS PROJECT STATES THERE IS A NEED IN POLK CITY FOR A PROJECT MUCH LARGER IN SIZE THAN WHAT WE CAN PROVIDE ON THIS SITE. THE SITE IS SLIGHTLY SMALLER THAN WE WOULD IDEALLY LIKE, BUT PROVIDING THE FULL CONTINUUM OF CARE IS CRITICAL AND IN ORDER TO ACCOMPLISH THIS THE PROJECT HAS TO BE OF ENOUGH SIZE TO MAKE IT FINANCIALLY FEASIBLE. THAT IS DRIVING THE NEED TO BUILD THREE STORIES ON A PORTION OF THE BUILDING. IN AN EFFORT TO BUFFER THIS AS MUCH AS POSSIBLE, WE HAVE WORKED TO POSITION THE TALLER BUILDINGS ON THE FAR EDGE OF THE SITE, AWAY FROM MOST OF THE EXISTING HOMES. THE M.C. NEEDS TO REMAIN A SINGLE STORY DUE TO THE MOBILITY ISSUES OF THE RESIDENTS AND TO PREVENT AN ADDITIONAL LEVEL OF CODE-REQUIRED COST ISSUES IF MORE THAN ONE STORY. WE ARE REQUESTING A ZONING CHANGE FROM R1 TO PUD FOR THIS COMMUNITY, AND UNDER THE PUD THE BUILDING HEIGHTS APPEAR TO BE WITHIN THE LIMITS OF THE CODE.

THE PROJECT IS ESTIMATED TO GENERATE 70-80 PAID POSITIONS WHICH WILL OPERATE IN THREE SHIFTS. DUE TO THE TIMING OF THE SHIFTS, ONLY ONE GENERALLY WOULD HIT PEAK TRAFFIC TIMES. TRAFFIC GENERATED BY THIS COMMUNITY TYPE IS MUCH LIGHTER THAN TYPICAL DEVELOPMENTS. WE ARE THEREFORE REQUESTING A DEVIATION FROM THE TYPICAL PARKING COUNTS REQUIRED FOR THIS COMMUNITY. FOR INDEPENDENT LIVING WE REQUEST 1 STALL PER UNIT (33 STALLS), FOR A.L. DRIVING IS EXTREMELY LIMITED FOR RESIDENTS AND WE REQUEST 0.5 STALLS PER UNIT (25 STALLS). FOR M.C., THERE ARE NOT DRIVING RESIDENTS, SO NO STALLS ARE NEEDED. IN REGARDS TO STAFF, WE REQUEST A DEVIATION TO ALLOW FOR 30 STALLS BASED ON THE THREE SHIFTS MENTIONED FOR THE 70-80 STAFF MEMBERS. ONE VISITOR PARKING STALL WILL BE PROVIDED PER 10 UNITS. THAT WOULD BRING THE TOTAL REQUIRED PARKING COUNT TO 101 STALLS. WE ARE CURRENTLY SHOWING A DRAFT SITE PARKING PLAN THAT ALLOWS FOR 50 SURFACE PARKING SPACES AND THE BALANCE WOULD BE PROVIDED UNDER THE INDEPENDENT LIVING BUILDING.

IN ADDITION TO THE PARKING DEVIATION, WE ARE REQUESTING THE WALKING PATH SHOWN AROUND THE PERIMETER OF THE BUILDING BE APPROVED FOR AN EMERGENCY ONLY FIRE TRUCK ACCESS. REMOVABLE BOLLARDS WOULD BE PLACED ON THE PATH ENTRANCE TO RESTRICT ITS USE AS PEDESTRIAN ONLY UNDER NORMAL CIRCUMSTANCES. IN THE EVENT OF NEED, THE FIRE DEPARTMENT WOULD HAVE THE ABILITY TO REMOVE THE BOLLARDS AND ACCESS THE PATH WITH THE FIRE TRUCKS. A HAMMERHEAD AREA AT THE NORTHWEST CORNER OF THE SITE WOULD BE INSTALLED TO ALLOW THE FIRETRUCK TO TURN AROUND AND EXIT THE SITE.

WE APPRECIATE YOUR CONSIDERATION FOR THIS REZONING AND LOOK FORWARD TO PROVIDING THE MUCH NEEDED SERVICES OF CARE FOR POLK CITY RESIDENTS.

DEVELOPMENT SUMMARY

PARKING

REQUIRED:	
1 STALL PER IL UNIT * 33 UNITS =	33 STALLS
0.5 STALLS PER AL UNIT * 51 UNITS =	25 STALLS
1 STALL PER EMPLOYEE ON MAXIMUM SHIFT =	30 STALLS
1 STALL PER 10 UNITS FOR VISITORS =	13 STALLS
TOTAL REQUIRED =	101 STALLS

PROVIDED:	
UNDERGROUND STALLS =	55 STALLS
SURFACE STALLS =	50 STALLS
TOTAL PROVIDED =	105 STALLS

BULK REGULATIONS

SETBACKS:	
FRONT YARD =	30' MIN.
REAR YARD =	40' MIN.
SIDE YARD =	12.5' MIN.



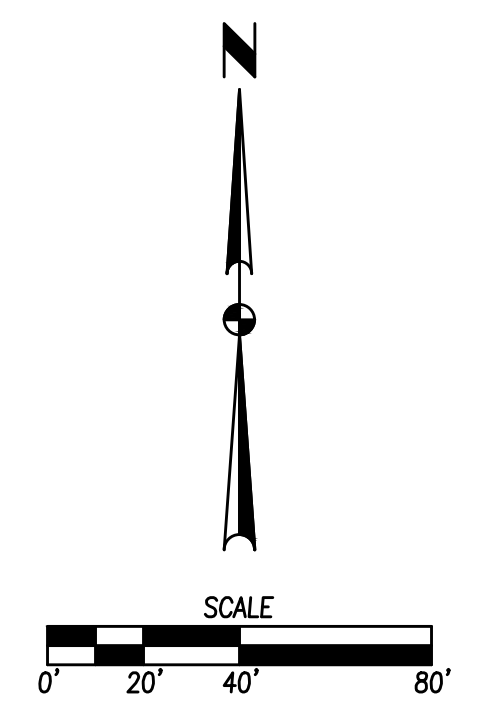
CIVIL DESIGN ADVANTAGE

4121 NW URBAN DALE DRIVE, URBAN DALE, IOWA 50322

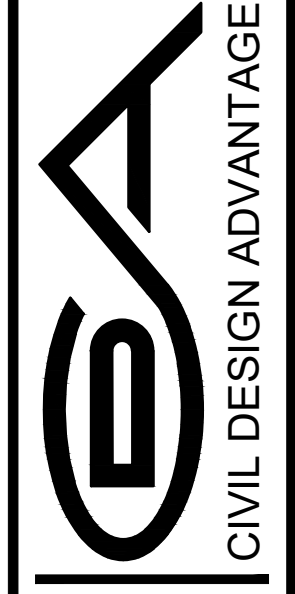
PH: (515) 369-4400 Fax: (515) 369-4410

PROJECT NO. 2205.396

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 COMMENT: PLOTTED BY: EMMY HARDING
 DATE: 12/7/2022 9:45 AM
 PLOTTED BY: EMMY HARDING
 TECH: EMMY HARDING



LEONARD SENIOR LIVING
MASTER PLAN



4121 NW URBANDALE DRIVE
 URBANDALE, IA 50322
 PHONE: (515) 369-4400

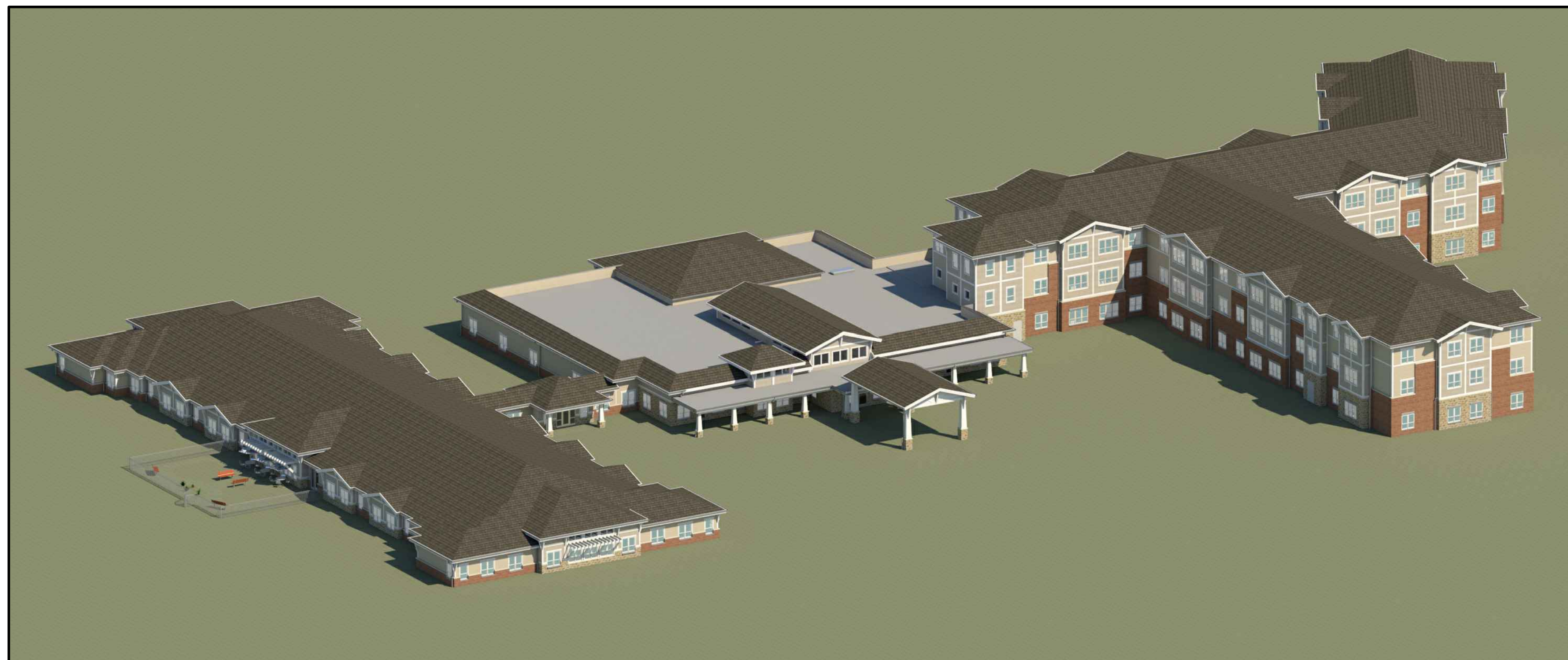
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FIFTH SUBMITTAL	12-07-2022
FOURTH SUBMITTAL	11-18-2022
THIRD SUBMITTAL	11-03-2022
SECOND SUBMITTAL	10-10-2022
FIRST SUBMITTAL	09-21-2022

POLK CITY, IOWA

ENGINEER:

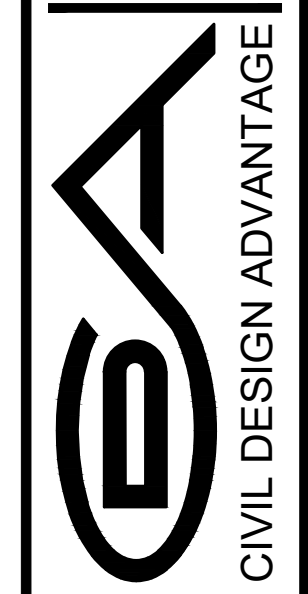
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 COMMENT: EXC



REVISIONS	DATE
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FOURTH SUBMITTAL	11-18-2022
THIRD SUBMITTAL	11-03-2022
SECOND SUBMITTAL	10-10-2022
FIRST SUBMITTAL	09-21-2022

4121 NW URBANDALE DRIVE
 URBANDALE, IA 50322
 PHONE: (515) 369-4400
 ENGINEER:
 TECH:



POLK CITY, IOWA

LEONARD SENIOR LIVING
MASTER PLAN

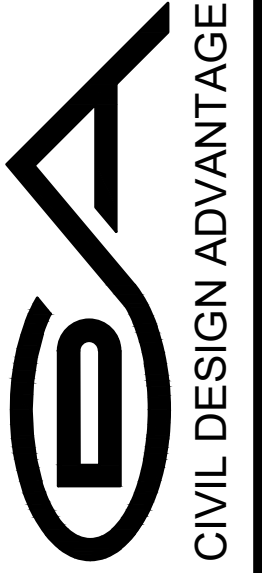
PRECEDENT IMAGES - LAVISTA



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 COMMENT:

REVISIONS	DATE
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FOURTH SUBMITTAL	11-18-2022
THIRD SUBMITTAL	11-03-2022
SECOND SUBMITTAL	10-10-2022
FIRST SUBMITTAL	09-21-2022

4121 NW URBANDALE DRIVE
 URBANDALE, IA 50322
 PHONE: (515) 369-4400
 ENGINEER: _____
 TECH: _____



POLK CITY, IOWA
 CIVIL DESIGN ADVANTAGE

LEONARD SENIOR LIVING
MASTER PLAN

PRECEDENT IMAGES - LAVISTA

FILE: H:\2022\2205396\2205396-PUD MASTER PLAN.DWG
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 DATE: 12/7/2022 9:45 AM
 COMMENT: DWG



REVISIONS	DATE
FIFTH SUBMITTAL	12-07-2022
FOURTH SUBMITTAL	11-18-2022
THIRD SUBMITTAL	11-03-2022
SECOND SUBMITTAL	10-10-2022
FIRST SUBMITTAL	09-21-2022

4121 NW URBANDALE DRIVE
 URBANDALE, IA 50322
 PHONE: (515) 369-4400
 ENGINEER:
 TECH:



POLK CITY, IOWA

LEONARD SENIOR LIVING
MASTER PLAN



Date December 1, 2022

To: Chelsea Huisman
 City of Polk City
 P.O. Box 426
 Polk City, IA 50226-0426

INVOICE SUMMARY - OCTOBER SERVICES

Services from October 1, 2022 through October 31, 2022

GENERAL ENGINEERING

<u>Meetings</u>	122.0001.01	\$	850.00
<i>Council and P&Z Meetings, City staff meetings, and meetings with developers and developer's engineers.</i>			
<u>Development and Building:</u>	122.0001.01	\$	2,300.00
<i>Coordination with developers, engineers, building inspector, and staff regarding various potential and ongoing projects, and building permits.</i>			
<u>Water Dept:</u>	122.0001.01	\$	150.00
<i>Coordination with Fire Chief re: fire apparatus roads and research water service locates.</i>			
<u>Sanitary Sewers:</u>	122.0001.01	\$	200.00
<i>Research sanitary sewer availability and provide water service locates.</i>			
<u>Storm Sewers:</u>	122.0001.01	\$	-
<u>Street Dept.</u>	122.0001.01	\$	300.00
<i>Coordinate with Iowa DOT regarding their request for additional ROW in annexation territory and research PUE and trail easements.</i>			
<u>General:</u>	122.0001.01	\$	900.00
<i>Coordination with City staff and City Attorney re: agendas, minutes, resolutions, and miscellaneous issues.</i>			
<u>GIS</u>	122.0001.01	\$	300.00
<i>Update Future Land Use Plan to reflect approved amendments.</i>			
SUBTOTAL		\$	5,000.00

CAPITAL IMPROVEMENT PROJECTS / WORK ORDERS

N. 3rd Street & Vista Lake Avenue Intersection Improvements	121.0455.01	\$	6,501.75
SUBTOTAL		\$	6,501.75

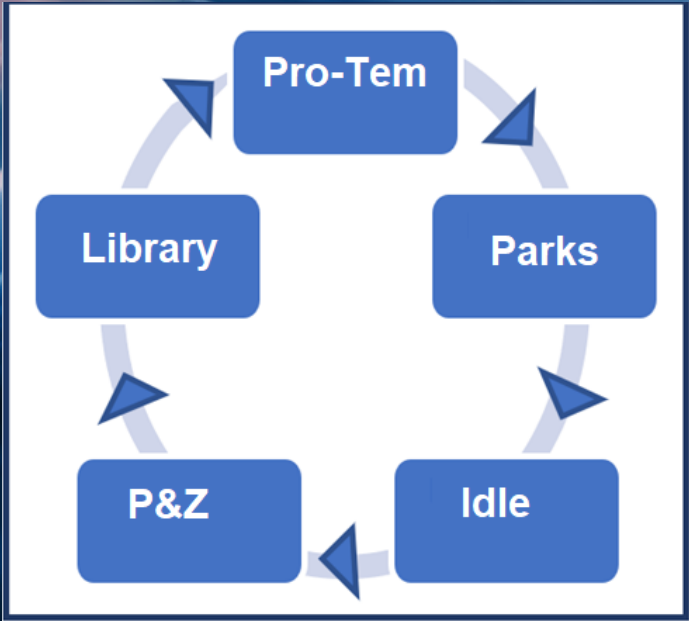
REIMBURSABLE DEVELOPMENT REVIEW PROJECTS

Antler Ridge: Development Agr, Prelim Plat, and Const Dwgs	122.0178.01	\$	3,165.25
Casey's Site Plan: Construction Admin	121.1034.01	\$	310.00
Creekview Estates Plat 3: Pre-Construction meeting	122.0599.01	\$	744.00
Gateway Crossings: Rezoning and Concept Plan	122.1398.01	\$	1,539.50
Holly Woods Plat: Preliminary Plat	122.0450.01	\$	1,305.50
Kahler Golf Maintenance Building Site Plan	122.1488.01	\$	1,032.00
Ledgestone Ridge PUD/Plat/Site Plan	121.0204.01	\$	209.00
Leonard Rezoning & PUD Master Plan	122.1349.01	\$	2,077.75
North Polk Intermediate School Site Plan	120.0851.01	\$	360.00
Wolf Creek Townhomes Plat 13	121.0581.01	\$	1,273.50
SUBTOTAL		\$	12,016.50

TOTAL		\$	23,518.25
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2023	Rotation Schedule	
Pro-Tem	Rob	idle
	Jeff	Library
	Dave	P&Z
	Mandy	idle
	Ron	Parks

Pro-Tem flow
 Sarchet 2023
 Walters 2024
 Dvorak 2025
 Vogel 2026
 Anderson 2027



2023

**Council
 Rotation
 &
 Flow**